

Camp Greentop Application

National Park Service

U.S. Department of the Interior

**Catoctin Mountain Park**

**6602 Foxville Road**

**Thurmont, MD 21788**

**Phone: 301-663-9330**

The spring season at Camp Greentop is May 1 to 19 and the fall season is August 28 through November 1.

The camp is closed November through mid-May. We begin accepting applications for reservations on December 1. Applications will continue to be accepted throughout the year for any dates still available.

**Send completed applications to:** **Do not send payment at this time.**

Camp Manager

Catoctin Mountain Park Phone: (301) 416-0100

6602 Foxville Road Fax: (301) 416-0094

Thurmont MD 21788 Email: [CATO\_CampManager@nps.gov](mailto:CATO_CampManager@nps.gov)

**Group Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Group Tax ID or SS #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Not required if paying by credit card)

**Contact Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **City**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **State**: \_\_\_\_\_ **Zip**: \_\_\_\_\_\_\_\_\_

**Phone: (Work)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(Home)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(Mobile)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Have you been here before**: **Yes** \_\_\_\_ **No \_\_\_\_**

**Total in Group:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Number of Leaders:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Type of Group: Adult \_\_\_\_\_ Youth \_\_\_\_\_ Family \_\_\_\_\_**

**Kitchen Facility:**

If the kitchen facility will be used, we recommend that the group provide a certified food handler. Catoctin Mountain Park requires that each group designate a kitchen facility supervisor to be in charge of the kitchen/dining hall facilities. This individual will be responsible for maintaining U.S. Public Health Service sanitation requirements during the group’s stay. The kitchen facility supervisor along with the group’s leader must be present for check-in and check-out with the Park Ranger.

**Kitchen Facility Supervisor Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **State:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Zip:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone (#1)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone: (#2)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Briefly describe your planned activities:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

All groups should check in at the Catoctin Mountain Park Visitor Center located at 14707 Park Central Road, Thurmont, MD by 4:30 p.m. Group arrivals after 4:30 p.m. please contact National Park Service 24-Hour Communications Center: 1-866-677-6677

**Dates Requested for Camp Greentop:**

**Arrival date:** \_\_\_\_\_\_\_\_ **Check-in:** 3:00 pm3:30 pm 4:00 pm 4:30 pm 5:00 pm Other: \_\_\_\_

(#1)

**Departure date:** \_\_\_\_\_\_\_\_ **Check-out:** 9:00 am 10:00 am 11:00 am 12:00 pm Other: \_\_\_\_

(#1)

**Alternate date: (If first choice date is not available)**

**Arrival date:** \_\_\_\_\_\_\_\_ **Check-in:** 3:00 pm3:30 pm 4:00 pm 4:30 pm 5:00 pm Other: \_\_\_\_

(#2)

**Departure date:** \_\_\_\_\_\_\_\_ **Check-out:** 9:00 am 10:00 am 11:00 am 12:00 pm Other: \_\_\_\_

(#2)

**CAMP GREENTOP – ENTIRE CAMP:** Occupancy 140 - 16 Cabins, Dining Hall/Kitchen, Recreation Hall, Pool,

Comfort Stations, Chapel, Fire circle, Athletic Field

**Sunday – Thursday $600.00/Night:** Number of nights \_\_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_\_

**Friday & Saturday $1,000.00/Night:** Number of nights \_\_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_\_

**ADDITIONAL RENTAL FACILITIES:**  Occupancy 16 – 4 Person Cabins, Goodluck Lodge #64, Staff Quarters #58, Infirmary #57, Cabin #71

**Good Luck Lodge #64:** Occupancy 3 – Heat, Kitchen, Bathroom

**$100.00/Night**  Number of nights \_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_

**Staff Quarters #58:** Occupancy 4 – Heat, Kitchen, Bathroom

**$120.00/Night** Number of nights \_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_

**Infirmary #57:** Occupancy 5 – Heat, Bathroom

**$60.00/Night** Number of nights \_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_

**Cabin #71** Occupancy 4 – No special amenities

**$20.00/Night** Number of nights \_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_

**ADDITIONAL FEES: *\*Early check-in and late check-out ($75.00/Hour) may not be available***

**Early Check-in Time:** \_\_\_\_\_\_\_\_\_\_\_\_ Number of hours \_\_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_

**Late Check-out Time:**  \_\_\_\_\_\_\_\_\_\_\_\_ Number of hours \_\_\_\_\_\_\_\_ Total cost \_\_\_\_\_\_\_\_

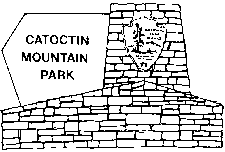
**CAMP GREENTOP**

**APPLICATION PACKAGE**

United States Department of the Interior

National Park Service

Catoctin Mountain Park





Camp Greentop at Catoctin Mountain Park is administered by the National Park Service and can be rented May 1 to 20 and August 28 through November 1. Group representatives must ensure that all members comply with park rules and regulations stated herein. We hope you enjoy your visit to Catoctin Mountain Park.

#### RATES

|  |  |  |
| --- | --- | --- |
| *FACILITy* | *COST* | *Occupancy* |
| *cAMP GREENTOP* | *$1000/NIGHT – Friday & Saturday* | *140* |
| *Camp Greentop* | *$600/NIGHT – Sunday to Thursday* | *140* |
| *gOOD lUCK lODGE #64* | *$100/NIGHT* | *3* |
| *sTAFF qUARTERS #58* | *$120/NIGHT* | *4* |
| *INFIRMARY #57* | *$ 60/NIGHT* | *5* |
| *Cabin #71* | *$ 20/NIGHT* | *4* |
|  |  |  |

#### APPLICATION PROCESS

Please submit application to: Camp Manager, Catoctin Mountain Park, 6602 Foxville Road, Thurmont, MD 21788. Applications may be emailed to [CATO\_CampManager@nps.gov](mailto:CATO_CampManager@nps.gov), or faxed, 301-416-0094. For further information, contact the Catoctin Mountain Park Visitor Center at 301-663-9388 or Camp Manager, Jennie Pumphrey at (W) 301-416-0100; (C) 240-818-7086.

# ***Applications will be accepted starting on December 1.***

Applicants will be notified of reservation status within 30 days of submitting the application. Generally, we receive more requests than can be accommodated. Non-selected applicants may be offered alternate dates. Applications for remaining open dates will be processed on a first-come, first-served basis once selections have been finalized.

Applicants must submit the required fee and completed forms by the specified date on their reservation invoice. Payments will be accepted by check, money order, or credit card. In accordance with the Debt Collection Improvement Act of 1996, Federal Agencies “shall require each person doing business with that agency to furnish to that agency such person’s Taxpayer Identifying Number.” The Taxpayer Identifying Number (TIN) shall be used “for purposes of collecting and reporting on any delinquent amounts arising out of such person’s relationship with the Government.” **If you are paying by check, your Taxpayer Identifying Number (or Social Security Number) must be included on your check made payable to the National Park Service.**

#### SELECTION PROCESS

Larger groups and those requesting multiple nights will be given first consideration. In carrying out the mission of the park, selection will be made based on the following:

* First priority will be given to environmental education groups.
* Youth over family and family over adult groups.
* Public over non-profit, and non-profit over private groups.
* Groups who request multiple nights will be considered over those requesting only one night.

Eligibility for future consideration will be based partly on conduct while in camp. Misuse of facilities, lack of supervision, failure to clean the camp will be factors in continued eligibility. Failure to pay camp rental fees is a violation of Title 36, Code of Federal Regulations, Section 2.30.

Groups must submit the following documents:

* Completed camp application.
* Outline of activities if applicable.

**Some group activities may require an approved Special Use Permit. Applicants will be notified if a permit is required.** <https://www.nps.gov/cato/planyourvisit/permitsandreservations.htm>

#### SITE VISIT/TOURS

Please contact the Catoctin Mountain Park Camp Manager to schedule a site visit.

[CATO\_CampManager@nps.gov](mailto:CATO_CampManager@nps.gov) ; (Office) 301-416-9345 (Mobile) 240-818-7086

#### CAMP CHECK-IN & CHECK-OUT

* The leader must arrive prior to the rest of the group and check-in at the Catoctin Mountain Park Visitor Center located at 14707 Park Central Rd., Thurmont, MD. Please contact the Visitor Center at 301-663-9388 for operating hours. **Late arrivals must be arranged in advance.** **Contact the National Park Service 24-hour Communications Center at 1-866-677-6677 for check-in instructions after 4:30 PM.**
* Check-in: 2:00- 3:00 PM Check-out: 12:00 PM
* An early check-in or late check-out may be available for a fee of $75.00 per hour. Please contact the Camp Manager for extended check-in or check-out availability. [CATO\_CampManager@nps.gov](mailto:CATO_CampManager@nps.gov)
* The group leader and kitchen facility supervisor shall meet with a Park Ranger at check-out. A specific checkout time should be scheduled with the Park Ranger during the check-in orientation. The Park Ranger will inspect all areas for cleanliness, orderliness, and damages. The group leader and kitchen facility supervisor shall not depart until the inspection and check-out are complete.
* All items stocked by the Park shall be returned to their proper places, i.e. chairs, tables, mops, trash cans,etc.
* The group leader shall remove all equipment, supplies, and personal items from the camp at departure. Any items left behind become the property of the National Park Service.

#### GENERAL CAMP INFORMATION

**MAXIMUM CAPACITY**: 140 persons – Standard Rental / 156 persons – Expanded Rental

**GROUP RESPONSIBLITIES**: Groups must leave the camp in a clean and orderly condition. Specific cleaning requirements and information about the camp and its facilities are provided.

**EMERGENCIES**: All emergencies, accidents, etc., must be reported to a Park Ranger by contacting the NPS 24-hour Dispatch Center. Emergency phone numbers are listed in the camp manual located in the kitchen.

### **NATIONAL PARK SERVICE 24-HOUR COMMUNICATIONS CENTER** – **1-866-677-6677**

###### **CATOCTIN MOUNTAIN PARK VISITOR CENTER** - **301-663-9388**

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**REPAIRS**: Any repair needed will be made only by park employees and should be reported to the park:

Camp Manager: [CATO\_CampManager@nps.gov](mailto:CATO_CampManager@nps.gov)

Catoctin Mountain Park Visitor Center: 301-663-9388

**WASTE/RECYLING**: Waste and recycling dumpsters are located behind the kitchen. Trash shall be collected in bags and deposited in the WASTE dumpster ONLY prior to departure. Recyclable materials must be deposited in the RECYCLE dumpster ONLY. These materials must NOT be placed in bags. The RECYCLE dumpster is SINGLE STREAM ONLY.

#### CAMP FACILITIES and CLEANING REQUIREMENTS

During check-in, the Park Ranger will specifically brief the group leader and kitchen supervisor on sanitation requirements as well as other topics. The following is a brief outline that will help you better prepare for some of the routine duties. Cleaning should occur daily and immediately prior to checkout.

**CABINS**

Greentop is set up in four units with three cabins each. Each cabin sleeps 10 people. There are two leader’s cabins that sleep two people each, one staff cabin that sleeps four people and one lodge that sleeps 12 people. There are lights, electrical outlets and ceiling fans in each cabin. Sleeping cabins are NOT heated. Cots and mattresses are provided. Campers should bring all gear including food, utensils, cookware, bathroom/kitchen cleaning products, toilet paper, garbage bags, toilet paper, personal toiletries, and bedding.

Cabin, and lodge floors should be swept regularly. Do not use water for cleaning cabin floors. All personal items should be removed, and windows closed before departing. Vinyl mattress covers shall be sanitized using a disinfectant if necessary.

**RESTROOMS**

There is one heated restroom in each camp unit. Each has three flush toilets, three sinks, and three showers with hot and cold water. The central shower house has 12 showers and five flush toilets. Floors, shower stalls, curtains, sinks and toilets must be cleaned and sanitized. Tile walls shall be washed and sanitized, tile cleaner and brushes are needed. Chrome fixtures must be cleaned and free of residue. Plungers and toilet brushes are provided.

**KITCHEN & DINING HALL**

The dining hall seats a maximum of **154 people** and features a commercial kitchen. The kitchen is equipped with the following: electric stove with 6 burners, large griddle and oven, electric stove with 2 burners, small griddle and oven, one walk-in refrigerator, (2) freezers, ice machine, garbage disposal, and dishwasher. Groups may do their own cooking or utilize a caterer. The Dining Hall and kitchen are heated.

The inside fireplaces in the Dining Hall and Recreation Hall may be used; these are the only fireplaces at Greentop that may be used. If the fireplaces are used, fire must be out and the fireplaces cleaned before the group departs.

Each group must designate a person to be in charge of the kitchen. This person will be the contact for all kitchen operations. He/she must be available to meet with the Park Ranger during the group’s check-in and check-out along with the group representative.

Only kitchen staff will be allowed in the kitchen. Smoking is prohibited. Separate toilet and hand washing facilities for kitchen staff are available.

Most groups use disposable plates and utensils, but large sinks are available for washing non-disposable items.

U.S. Public Health Service Standards are enforced. Certified food handlers are recommended.

To ensure that proper cooking temperatures and food storage temperatures are maintained, groups should bring a suitable metal stem-type numerically scaled thermometer having a range of 0-220F.

Waste and recycling dumpsters are located behind the kitchen. Trash shall be collected in bags and deposited in the

WASTE dumpster ONLY prior to departure. Recyclable materials must be deposited in the RECYCLE dumpster ONLY.

These materials must NOT be placed in bags. The RECYCLE dumpster is SINGLE STREAM ONLY.

Sweep and wet mop floors after each meal and immediately prior to checkout. Best results are obtained by frequently wringing the mop and changing water when it is dirty. When completed, rinse the mop and sanitize then return to the designated storage area.

Dining hall tables and chairs should be wiped clean after each meal.

All surfaces of the range hood and filters must also be cleaned regularly. Crumb and grease trays should be cleaned prior to checkout. Griddle cleaning supplies and equipment are provided

The following is a suggested list of items, which every group should bring, for cleaning the commercial equipment in the kitchen. Eco-friendly cleaning products are preferred.

All-purpose cleaner, glass cleaner, dish detergent, disinfectant, sanitizer, toilet bowl cleaner, scrub brush, soap pads, and towels

Dry mops, wringer mop buckets, brooms, dust pans and brushes are furnished at the camp.

**RECREATION HALL**

The Recreation Hall is a large open room equipped with a stage. A separate room contains a men’s and women’s restroom. It is suitable for meetings, receptions, and a variety of other uses. The Dining Hall and Recreation Hall are the only buildings with heat.

The number of people in the Recreation Hall shall not exceed the posted capacity of **128 people** at any time. Running on and jumping off the stage is prohibited.

The inside fireplaces in the Recreation Hall may be used. Firewood is available in the woodshed behind the dining hall. If the fireplace is used, fire must be out and the fireplaces cleaned before the group departs.

Recreation hall tables and chairs should be cleaned and wiped regularly when in use.

Sweep and wet mop floors regularly and immediately prior to checkout. Best results are obtained by frequently wringing the mop and changing water when it is dirty. When completed, rinse the mop, sanitize and whiten it by soaking in household bleach and allowing it to dry.

**RECREATION FIELD**

There is a field area available for recreational activities. Canopies and/or tents are not allowed without a Special Use Permit.

**SWIMMING POOL**

Memorial Day – Labor Day

No one under 16 years old is permitted in the pool or within the pool fence without adult supervision.

**CAMPFIRE CIRCLE/CHAPEL**

Groups may use the outdoor campfire circle or chapel.

**FIREWOOD**

Dead wood may be collected for use in the designated campfire circle. Firewood will be provided, however donations for wood are encouraged. In order to avoid the transmission of disease and harmful insects, wood may not be brought into or removed from Catoctin Mountain Park.

FAILURE TO CLEAN THE CAMP SUFFICIENTLY PRIOR TO DEPARTURE MAY RESULT IN ADDITIONAL CHARGES UNDER THE System Unit Resource Protection Act, 54 U.S.C § 100721 et seq.

#### CAMP GREENTOP RULES AND CONDITIONS

**EMERGENCIES**: All emergencies, accidents, incidents, etc. shall be reported to:

**NATIONAL PARK SERVICE 24-HOUR COMMUNICATION CENTER** **1-866-677-6677**

**GENERAL:**

The Permittee agrees to exercise the privileges granted by the permit, subject to the supervision of the Park Superintendent or his authorized representative.

Permittee waives and releases all claims against the U.S. Government for any injury to person or damage to property which may occur in connection with the use of camp facilities.

The Permittee shall pay the United States for any damage resulting from this use which would not reasonably be inherent in the use which the Permittee is authorized to make of the property described in this permit.

The permit is not transferable and may be revoked at the discretion of the Superintendent or his/her designee.

The group leader shall see that all members of the Group are informed of, and comply with, park rules, regulations, and special conditions.

The group shall reasonably expect to conduct their program without outside interference.

All arrangements shall be finalized during processing; no changes will be made after confirmation of the reservation.

The National Park Service will not provide a refund of fees for any reason other than the inability to provide the facility rented.

As of February 22, 2010, a new federal law allows people who can legally possess firearms under applicable federal, state, and local laws, to legally possess firearms in this park. It is the responsibility of visitors to understand and comply with all applicable state, local, and federal firearms laws before entering this park. As a starting point, please visit State of Maryland’s website. Federal law also prohibits firearms in certain facilities in this park; those places are marked with signs at all public entrances.

All vehicles associated with the group shall park in the designated parking lot. The parking lot will accommodate a maximum of 27 passenger cars. Overflow parking may be available. **Parking adjacent to buildings and within the cabin area is prohibited.**

Buses are not permitted westbound on Park Central Road between Thurmont Vista Parking Area and Camp Greentop. Entry shall be through Manahan Road and eastbound on Park Central Road.

Facilities that are not included in the permit shall not be entered or used at any time.

Camping trailers, tents or canopies are not permitted within the camp without a prior approval or a Special Use Permit.

No sales to the general public shall be made and no contributions solicited or accepted from the general public within the park.

Destruction, defacing or removal of buildings, trees, shrubs, flowers, wildlife, etc. is prohibited.

Alcoholic beverages and pets are prohibited in the camp.

Quiet hours are from 10:00 p.m. – 6:00 a.m.

The camp is subject to inspection by the Park Superintendent or his/her representative at any time.

Fire exits and fire extinguishers shall not be blocked.

Smoking is prohibited in all buildings.

**CHECK-IN:** The group leader shall arrive at the Catoctin Mountain Park Visitor Center prior to 4:30 PM for camp check-in. Groups arriving after 4:30 PM shall contact the National Park Service 24-hour Communications Center at **1-866-677-6677** for check-in instructions. The group leader and kitchen facility supervisor shall accompany the Park Ranger during check-in and check-out.

**WASTE**: All waste shall be deposited in waste cans that are located throughout the camp. Use of trash can liners is encouraged. Waste cans shall be emptied into the dumpster behind the kitchen regularly. Waste cans shall be redistributed. **Nothing shall be left outside of the dumpster.**

**RECYCLING:** All recyclable trash i.e., cans, plastic bottles, cardboard, etc. shall be deposited in the proper receptacles located in the camp. Recyclable materials must be deposited in the RECYCLE dumpster ONLY. These materials must NOT be placed in bags. The RECYCLE dumpster is SINGLE STREAM ONLY. **Nothing shall be left outside the dumpster.**

**CLEANING:** The Park stocks the camp with various brooms, dust mops, wet mops, mop buckets, plunger, griddle cleaner etc. The group leader shall provide all other cleaning supplies and equipment. The Park encourages the use of environmentally-friendly cleaning products. All areas of permitted use are to be kept clean throughout stay.

**CABINS:** Cabins are stocked with cots and mattresses. The Group shall supply their own bedding, personal care products, paper products, etc. Cabin floors should be swept regularly. Water should not be used to clean cabin floors. All areas should be kept free of clutter. Trash shall be emptied daily by the Permittee.

**FIRES:** Fires are permitted only in the fire circle. The use of outside fireplaces at cabins is prohibited. Catoctin Mountain Park will follow state and county fire bans. The Park will provide firewood. In order to control spread of insect pests, bringing firewood into the park from outside sources is prohibited.

**SWIMMING POOL:**  OpenMay to September; Hours: 10:00 a.m. – 8:00 p.m. Use prohibited at any other time. Pool capacity: 40 people. NO LIFEGUARD ON DUTY. Children less than 14 years of age must at all times be accompanied by an adult responsible for their safety and behavior. No food, beverages, glass containers or tobacco products are permitted in pool area. No diving, running, pushing or loud noise. Pool will close during any severe or dangerous weather conditions. Lifesaving equipment is for emergency use only. The National Park Service reserves the right to deny use of the pool at any time

**CHECK-OUT:**

The group leader (Permitee) and kitchen facility supervisor are required to complete a check-out with a Park Ranger prior to departure. The Park Ranger will inspect all areas for cleanliness, orderliness, and damages. The group leader and kitchen facility supervisor shall not depart until the inspection and check-out are completed.

The Permittee will be charged for any costs incurred by the Park due to associated use including but not limited to: damages to natural resources, cultural resources, water or electrical systems, waste removal, disposal of items left behind. A Bill for Collection will be issued for cost recovery.

**Preparation for Check-out**:

* The group leader shall be responsible for all areas covered under the reservation.
* All items stocked by the Park shall be cleaned and returned to their storage location, i.e. chairs, tables, mops, etc.
* All trash and recyclable waste shall be placed in the appropriate dumpster. All trash and recycling receptacles shall be redistributed to their proper places. **Nothing shall be left outside of the dumpsters.**
* The group leader shall remove all of their equipment, supplies, personal items, etc. from the camp at departure.
* Anything left behind shall become the property of the National Park Service.
* All hard floors shall be swept and mopped. Wooden cabin floors should be swept. Do not apply water to cabin floors.
* All bathroom floors, shower stalls and curtains, sinks and toilets shall be cleaned and sanitized. Mirrors and chrome fixtures shall be cleaned and free of residue.
* All windows shall be cleaned and free of residue.
* The kitchen shall be thoroughly cleaned including stovetops, grills, ovens, tables, sinks, bathroom etc.