

Boardman Park and Recreation District
P.O. Box 8, Boardman, OR 97818
Toll free 1(888) 481-7217 www.BoardmanMarinaPark.com

Campground Reservation Policy

Boardman Park accepts campground reservations as follows.

There are no multiple year reservations taken in advance (for example, a campsite cannot be rented for the next five years, each July 4th).

Due to the volume of reservations taken, we ask that you adhere to the following guidelines:

1). Beginning December 3rd 2012, we will accept letters **only**, for reservations for 2013. They will be opened & processed each business day there following December 3rd (please mail letters during the Thanksgiving week so that they arrive on, or before the 3rd). **If received before Thanksgiving week, we will mail your letter back.**

****No phone calls, faxes, emails or walk-ins will be accepted at this time.**

2). Phone calls, as well as letters, will be accepted beginning January 2nd, 2013, for that year.

3). Faxes, emails and walk-ins will be accepted beginning January 14th, 2013.

The ENTIRE/FULL payment of your stay is required, as well as \$5.00 reservation fee per site, via check or credit card (Visa/MasterCard), to confirm your reservation request. **★ IF FULL PAYMENT IS NOT ENCLOSED, the letter will be put to bottom of reservation requests for processing and will be handled when we have time to call/deal with them.**

*****The following is required to complete your reservation:**

1. Camper's name
2. Address & (e-mail address if applicable)
3. Telephone number (cell phone preferred)
4. Requested Dates of stay (i.e. # of nights staying & date of Departure.)
5. Full/Entire stay payment (\$26.50 a night) & \$5.00 reservation fee per site.

If paying by Visa/MasterCard, enclose card #, expire date & CVV 3 digit code-located on back of card.

A confirmation will be sent by Mail/Email; otherwise a verbal (if traveling) confirmation will be given at the time you make your reservation.

All extra vehicles/tents will be charged \$5.00 per night
Cancellation fee is \$5.00 per site. Change/Modification fee is \$5.00 per site.

CANCELLATIONS

ALL REGULAR DATE CANCELLATIONS REQUIRE A **2 DAYS NOTICE**.
HOLIDAY CANCELLATIONS, I.E. "MEMORIAL WEEKEND, FOURTH OF JULY WEEKEND AND LABOR DAY WEEKEND" **REQUIRE A 14 DAY NOTICE**