

City of Petoskey
MAGNUS PARK
 101 East Lake Street
 Petoskey, MI 49770

CAMPSITE RESERVATION APPLICATION

Reservation applications will not be accepted before January 1st.
Applications received prior to this date will be returned.

INSTRUCTIONS: Complete all information requested. Send this application directly to the above address along with check or money order for *total payment due*. Park will return a confirmation to you.

TO BE COMPLETED BY CAMPER	
<i>Please print or type</i>	<i>Please check appropriate box(es):</i>
CAMPER NAME _____	<input type="checkbox"/> TENT
STREET NAME/NUMBER _____	<input type="checkbox"/> TRAILER, LENGTH _____ FT TRAILER, WIDTH _____ FT
CITY, STATE, ZIP CODE _____	<input type="checkbox"/> VEHICLE CAMPER, LENGTH _____ FT
PHONE _____	<input type="checkbox"/> FAMILY <input type="checkbox"/> GROUP
EMAIL ADDRESS _____	
Minimum Reservation = 2 Nights	Est. Arrival Time: _____ AM _____ PM
DO NOT MAIL CASH. Make checks payable to: CITY OF PETOSKEY	
<u>RESERVE ONE CAMPSITE BEGINNING:</u>	<u>Check-in Date: (at 3 P.M.)</u> _____ (Month) _____ (Day) _____ (Yr)
	<u>Check-out Date: (at 3 P.M.)</u> _____ (Month) _____ (Day) _____ (Yr)
Full Service (water, electric & sewer) \$30/day or \$720/month Limited Service (electric & water) \$28/day or \$655/month	FOR _____ NIGHTS X _____ FEE _____ (Number of) (Dollar) (Total) Reservation Fee \$ 8.00 TOTAL DUE \$ _____

Reservations are subject to the following conditions:

1. ALL SITES WILL BE ASSIGNED BY THE PARK OFFICER. NO SPECIFIC SITE CAN BE GUARANTEED. CHECK-IN IS 3:00 P.M.
2. Full Hookup Sites Only – In order to accommodate short reservations and drop-in traffic, only 30 of the 36 full hookup sites will be available for monthly rental. Remaining sites can be reserved for stays of 14 nights or less.
3. Reservations may be made for the calendar year any time after January 1. (2 night minimum required)
4. A separate application must be submitted for each campsite. A separate application must be made for each period of time desired. An extension past the original reservation period is not guaranteed.
5. Full payment must accompany this application, including \$8.00 reservation fee.
6. Mailed applications must be received 7 days prior to reservation date in order to receive a mailed confirmation.
7. Reservations may be made by mail, in person or by phone. No credit cards accepted November – April.
8. Campsite Occupation:
 - Family Reservation = Mother and/or Father, unmarried children under age of 18
 - Group Reservation = No more than 4 unrelated persons
9. Cancellations must be received 24 hours prior to reservation date in order to receive full refund, less reservation fee.
10. Cancellations received less than 24 hours prior to reservation date are subject to forfeiture of minimum night's fee (2 nights) and reservation fee.
11. After campsite has been occupied, no refund will be made for the minimum 2 nights. If camper fails to claim his/her reservation or fails to cancel the reservation, no refund will be made.
12. Confirmed reservations will be held for 24 hours only, unless the park is notified of later arrival.
13. Camping fee is subject to change. If the fee is increased after application is confirmed, camper agrees to pay the difference at time of arrival.

I have read and agree to conditions contained in this application.

Camper's Signature: _____ **Date:** _____

Reservation not confirmed for reason checked below:

1. _____ Camping fee not enclosed. Resubmit application with payment of \$ _____
2. _____ Payment returned. Incorrect amount received for number of days and rate stated.
Resubmit correct amount \$ _____
3. _____ Payment returned. No vacant sites for reservation period. Select alternate dates and resubmit.
4. _____ Other _____

Signature of Park Employee: _____ **Date:** _____