



2019 Fee Schedule for Facility Rental

	4 hours	8 hours/all day
*Note: Please add 6% sales tax to your fee unless you can provide us with a tax-exempt certificate.		
Field House - Non-profit Organizations (We will need a copy your tax-exempt certificate.)	\$50.00	\$80.00
	Note: \$50 Refundable cleaning deposit required.	
Field House - For-Profit/Private Parties	\$90.00	\$150.00
	Note: \$50 Refundable cleaning deposit required. Additional Environmental Protection Deposit may apply for inflatable.	
Optional: Portable Stone Fire Pit	65.00	
	Note: \$50 Environmental Protection Deposit required.	
Manor House	Minimum \$200* /up to 15 guests – quotes available for larger parties; Damage & cleaning deposit required.	
Camping Area	\$2.50 / person or \$40.00 minimum**	
	Note: \$50 Refundable Environmental Protection Fee Required; Use of the Fire Pit is included with the camping Area fee. Service Project Suggested**	
Fire Pit	\$25.00 Includes firewood	
	Note: \$50 Refundable Environmental Protection Fee Required. This fee waived if paid with camping.	
Program for Scout group	\$6.00 / person (minimum fee \$45/hourly program)	

Reservation Deposit: A 25% reservation deposit minimum is required 1 month prior to the scheduled rental date. The balance of the rental fee must be paid in full at least 2 weeks prior to the scheduled rental date.

Cancellation: A 1-month notice ensures a full refund; less than 1 month notice will cost 25% of rental fee or reservation deposit. If cancelled within 7 days of rental date, fees received are not refundable.

Cleaning Deposit: A separate \$50 (check or cash) refundable “cleaning deposit” is required for rental of the Field House to be paid in full with the rental fee, a minimum of 1 week in advance of the rental date. The \$50.00 cleaning deposit will be returned in full or shredded once Staff has inspected the Field House (within 24 hours), to ensure the cleaning requirements have been met.

Environmental Protection Deposit: A separate \$50 (check or cash) refundable “environmental protection deposit” is required for rental of the campground and/or the fire pit, and inflatables. The \$50 environmental protection deposit will be returned in full or shredded once Staff has inspected the campground and fire pit areas after the rental. This deposit will help to ensure a ‘leave no trace’ event. If camping, then this deposit is waived for Fire Pit use. **NOTE: Inflatables are allowed only with CMNP pre-approval**, and an additional environmental fee of \$50 may be applied.

Returned Check Fee: If a check is returned, an additional \$25 charge plus the full rental fee is due within 5 days paid in cash or money order.

Cooking Area/Food Preparation: All cooking and food preparation is restricted solely to the fire pit area or the Field House kitchen. Electrical appliances, grills, or other methods of cooking or food preparation are not allowed in any other location.

Illegal Substances: No alcohol, firearms, fireworks, illegal or controlled substances allowed.

***Manor House:** The historic Manor house is available for rental with the Nature Preserve Director’s approval. A 4-hour minimum rental fee of \$200 for up to 15 guests plus \$30/hour CMNP Staff attendant in addition to refundable damage deposit of \$500. Larger groups will be quoted individually.

****Scout Service Project:** The Nature Preserve desires to share the campground with as many Scouts as possible throughout the year, so we would like to suggest a Service Project: supply drive, weeding, cleaning, office supply/copier paper drive.