

# Hagge Park Shelter House

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2970 280<sup>th</sup> Street  
Sac City IA 50583  
712-662-4530 or sccb.office@gmail.com

Shelterhouse hours are 7:00 AM  
to 10:00 PM

**\*\*Please select a Key Code for entrance into the Shelterhouse. Must be 4 different numbers. You will enter the Key Code you have selected during the checkout process\*\***

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By your agreement with these terms and conditions you represent that you are 21 years or older and that you are authorized to make the reservation on behalf of the group named. You further agree to assume full responsibility for the acts, negligence or omission of the members of your group while utilizing SCCB facilities. Additionally, you agree that you have read and understand the cancellation policies concerning this reservation and have also read and understand SCCB rules.

## CLEAN-UP

You are responsible for the clean-up of the Shelter

- ✓ Wipe down the tables and put them back to their original location
- ✓ Sweep and mop the floor
- ✓ Empty trash, check surrounding area of the shelter for trash – Please take trash with you
- ✓ Clean up all decorations
- ✓ ALL doors locked, including overhead doors, and lights turned off.
- ✓ Be responsible for any damage done to the property (parking, playground, grass area, etc.)

## TABLES

There are 10 ten-foot picnic tables located in the shelter.

## PARKING

All parking for shelter house use is restricted to designated parking areas only.

## SHELTER KEY

The key will be located on the entrance door in a locked Key Box. You will use your selected 4-digit code to obtain access to the key. Lost Keys or damaged lock box will automatically result in a \$50 fee. Key is for walk in doors only.

## SMOKING

All shelters are non-smoking facilities

## DECORATIONS

Decorations are allowed as long as they are free standing or not affixed in a manner that would damage the facility or any painted walls. (tape, tacks, staples can cause damage) The use of non-stick adhesive is recommended.

## ALCOHOLIC BEVERAGES

Iowa Code 123.47

ALL laws of the state of Iowa regarding consumption of alcohol will be strictly observed. Violation of the state code will result in expulsion from the building, revocation of the rental privileges and forfeiture of deposit. Ensure compliance with Sec. 123.47 respecting possession of alcohol by minors and agree to abide by all rules and regulations of the Conservation Board and the State of Iowa.

## CANCELLATION & REFUND POLICY

All reservations are non-refundable. If you need to cancel your reservation (at least 30 days prior) you will receive credit to use towards another available date within the same calendar year. All cancellations must be called in to our office at (712)662-4530. The rental fee will be refunded in full when a cancellation occurs due to circumstances beyond your control. (Fire, natural disaster, damage to facility, etc.)

## REFUNDABLE DAMAGE DEPOSIT

The refundable damage deposit will be shredded if the shelter is left in good, clean condition and equipment and furnishings are returned to their original location and are not lost or damaged. The deposit can be returned in the mail if arrangements are made in advance.

Shelter house usage is only for the day(s) of your reservation, additional usage will result in additional fees.

Assume responsibility for any damage over and above the deposit amount.

Sac County Conservation will not be held responsible for any injury to persons or damage to property arising out of or incident to the activities which are the subject of the rental and shall be held harmless against all liabilities, costs, and expenses which may arise in consequence of granting the shelter rental.