

## ***VCPRD Park Policies***

### ***Hours of Operation***

Park Hours for all Vigo County parkland are 6:00 a.m. - 11:00 p.m. (May 1st - November 2<sup>nd</sup> at Fowler Park and Hawthorn Park, April 1<sup>st</sup> – November 2<sup>nd</sup> at Prairie Creek Park) and dawn-dusk (November 3<sup>rd</sup> - April 30<sup>th</sup> at Fowler Park and Hawthorn Parks, November 3<sup>rd</sup> – March 31<sup>st</sup> at Prairie Creek Park).

No person may be on Vigo County parkland outside of the hours of operation, except with special permission (rental, camping, program, etc.).

### ***Campgrounds***

Campgrounds are open from May 1st to November 2nd at Fowler Park and Hawthorn Park and April 1<sup>st</sup> to November 2<sup>nd</sup> at Prairie Creek Park in exception of special events.

Campground expectations, as detailed in the Camping Information pamphlet, must be obeyed at all times. Campers in violation of campground expectations may be required to vacate the campground and Vigo County parkland by the Parks and Recreation Department Superintendent and/or designee without refund.

### ***Alcohol, Smoking and Illegal Drug Policies***

The consumption, display, or sale of alcohol and/or illegal drugs on Vigo County parkland is prohibited.

Smoking, including electronic cigarettes, is prohibited both inside and within 50 feet of any Vigo County facility/structure. Including, but not limited to, shelters, playgrounds, restrooms, log barn, and cabins.

Smoking is prohibited during special events.

Hookahs or group smoking devices are prohibited.

### ***Drone Policy***

No drones are allowed without granted permission

### ***Boating***

Boats may only use trolling motors.

Each boat occupant must have a U.S. Coast Guard approved life jacket or floatation cushion.

All state of Indiana Rules and regulations apply unless otherwise posted by VCPRD.

### ***Fishing***

Indiana state law requires fishing licenses. (See Indiana Department of Natural Resources for updated requirements.)

Bass less than 14 inches must be released.

Trot lines, bush lines, jug fishing, or netting is prohibited on Vigo County parkland.

All state of Indiana regulations apply unless otherwise posted by VCPRD.

### ***Pets***

A maximum of three (3) domestic pets are permitted to stay on a campsite.

Pets must be kept on a leash no longer than six (6) feet.

**Pets must not be left unattended** and may not be tied to a tree, picnic table, or other Vigo County fixture

Pet enclosures are prohibited.

Pet waste must be properly disposed of by owner in a trash receptacle.

If the pet becomes a nuisance or danger to the park or campground patrons, due to excessive barking, destruction of Vigo County Property (including grass), intimidation, etc. The camper will be required to remove their pet immediately.

Any animals involved in an attack must be quarantined per state law.

If an animal is removed, the owner is required to leave also.

Pets are prohibited to enter any Vigo County indoor facility except when permitted by Indiana State Law.

Owners will be held accountable for the actions of their pets.

### ***Child Supervision***

Children under the age of thirteen (13) must be supervised at all times by a parent or other responsible caretaker aged eighteen (18) or older, except with special permission (approved gathering, program, etc.).

### ***Firearms/Fireworks***

Possession of firearms and weapons is only permitted when allowed under Indiana state law. Fireworks are prohibited on Vigo County parkland.

### ***Fires***

Fires are permitted in grills or designated areas. All fires must be extinguished prior to leaving the site.

Open fires are prohibited on Vigo County parkland, except by special permission of the Parks and Recreation Department Superintendent.

### ***Harassment***

Harassment of any person on the basis of race, sex, ancestry, national origin, religion, and/or sexual orientation is prohibited on Vigo County parkland. This includes unwanted sexual advances and/or unwelcome or offensive sexual comments/communication.

### ***Intrusion***

No person within Vigo County parkland is to be intruded upon. "To intrude" includes both physical intrusion and sound intrusion (music and other loud noise).

### ***Natural Resource Protection***

Trees, plants, wildlife, birds, fossils, and other natural resources are to be left undisturbed.

Mushrooms, persimmons, walnuts, and wild berries may be collected.

Feeding geese or other wildlife is prohibited on Vigo County parkland.

### ***Parking/Permitted Vehicles***

Vehicles must be parked in designated parking areas.

Motorized vehicles (mopeds, scooters, motorcycles, golf carts, ORV's etc.) are allowed on park roads only in designated vehicular areas and only if driven responsibly by a LICENSED DRIVER.

### ***Personal Property***

The Vigo County Parks and Recreation Department is not responsible for any items lost or stolen while visiting the park. Do not leave vehicles unlocked or personal items out in the open.

### ***Trails***

Bikes or other modes of transportation are prohibited on hiking/foot-only trails.

Motorized vehicles are prohibited on bike or multi-modal trails.

Construction or alteration of trails and trail surfacing is prohibited.

### ***Picnic Areas***

Picnic tables may not be moved from the shelters or designated locations.

### ***Playgrounds***

Playground equipment must be used as designed. Climbing on the outside of equipment or using the equipment for a purpose other than it was designed may result in a serious injury and ultimately in the removal of that piece of equipment.

### ***Shelters***

Shelters may be reserved by private parties at the Administrative Office at the Vigo County Government Building or online in the reservation system.

### ***Signage***

Temporary, directional signage may be placed within the park. Directional signage may not be affixed to any park feature (tree, sign, facility, etc.) in a manner that will cause damage (staples, tacks, tape, etc.). All signage must be removed at the conclusion of the rental.

### ***Special Rules***

Each Vigo County Parks and Recreation facility/parkland may develop special policies specific to the facility/parkland. Visitors shall comply with all rules and regulations of the specific facility/parkland.

### ***Speed Limits***

Speed limits must be adhered to while on Vigo County parkland. Violation of the speed limit is subject to appropriate legal infractions.

### ***Swimming***

Children under the age of thirteen (13) must be supervised at all times by a parent or other responsible caretaker aged eighteen (18) or older.

Swimming is permitted only in designated areas at Fowler Park and at designated times as posted.

No person shall bathe in any water within Vigo County parkland.

All swimming locations are “swim at your own risk.”

Glass bottles or containers at designated swimming locations are prohibited.

Personal floatation devices are prohibited.

Appropriate swimwear is required.

### ***Trespass***

Any person who fails to leave Vigo County parkland after having been requested to by the Parks and Recreation Department Superintendent, and/or their designee or a Vigo County Sheriff, is subject to criminal trespass.

Portions of Vigo County parkland are subject to closure and will be signed appropriately. Under these conditions, park hours do not apply and entry is prohibited.

### ***Vandalism***

No Vigo County Parks and Recreation Department equipment, land, and/or facilities are to be altered, destroyed, or moved. Responsible parties will be subject to appropriate legal infractions.

### ***Vendors/Solicitation***

Vending (sale of goods or services), solicitation, advertising, leaflet distribution, and/or signposting is prohibited on Vigo County parkland, except by special permission of the Parks and Recreation Department Superintendent.

### ***Waste Disposal***

Place all trash in receptacles. Littering will not be tolerated.

No dumping is permitted on Vigo County parkland.

Wood and wood mulch may be disposed of on Vigo County parkland only with the permission of the Parks and Recreation Department Superintendent.

### ***VCPRD Campground Policies***

#### **CAMPGROUND & RENTAL POLICIES**

All campsites are now card only issued through reservation, staff will be available at the gatehouse after 2 p.m. at Hawthorn Park and Fowler Park, maintenance staff and the park caretaker will be available at Prairie Creek Park. A one-time \$3 reservation fee will be

applied for camping, and an option for a \$5 lock-in will be available. All card fees will apply through card connect.

Shelters may be reserved at [vigoparks.org](http://vigoparks.org). Reservations must be paid at the time of booking and by card only.

Campsites may be rented for a maximum of 14 days. At that time, all individuals occupying the campsite must vacate the campground for no less than 7 days.

Camping fees must be paid in full at the time of the reservation. No partial payments will be accepted.

The primary renter must be at least 18 years of age. The primary renter must remain on the site for the entire stay. A valid picture I.D. is required by the primary renter upon arrival. All individuals 18 and older will need to be listed at check-in.

A maximum of 6 individuals is permitted on each campsite. All campsite occupants must be documented upon arrival.

Visitors are welcome from 6:00 a.m.-11:00 p.m. at no additional charge. Visitors must park in the designated campground parking area(s).

The park gate closes and locks at 11:00 p.m. After 11:00 p.m., campers may not exit and reenter the park. Exceptions include emergencies or a night work-shift. The night guard or caretaker must be notified no less than 24 hours in advance of a scheduled night work-shift. Return times must be coordinated with the night guard to gain entrance into the campground. Vigo County Parks and Recreation Department reserves the right to request verification for after hour departures.

Camping passes must be displayed on the rearview mirror of the passenger vehicle. Passes should be removed when traveling outside of the park for safety.

All camping equipment must be in place within thirty (30) minutes of sunset daily.

Quiet hours must be observed from 11:00 p.m.-7:00 a.m.

Check-in time is 4:00 p.m. from Monday to Sunday. Check-out time is 2:00 p.m. from Monday to Sunday. Failure to vacate the campsite by the designated check-out time may result in loss of campground rental privileges.

No refunds will be awarded. Rental and camp credit is available for same days paid during the same calendar year only if reservations are canceled two weeks before arrival date. Camp credit MUST be used in the same calendar year and will NOT transfer to another year. Rain checks are not available.

Campsites vacated for over 48 hours will be considered abandoned. Vigo County Parks and Recreation Department reserves the right to remove or dispose of personal property on the site. Refunds will not be awarded for remaining length of stay.

No camper shall use a Vigo County park address as a legal mailing address. Any personal mail received at a park address will be immediately returned to the sender.

Vigo County Parks and Recreation Department reserves the right to designate portions of the campground for special events. Special event dates will be posted no less than 30 days in advance.

Vigo County Parks and Recreation Department reserves the right to ask your party to vacate the campgrounds, with no refund, if the Campground Policies and/or Park Policies are violated.

## **FACILITY USAGE POLICIES**

Each campsite is limited to 2 one-room tents or 1 camper and one small tent. No structures shall be erected unless specially designated for camping and shall not encroach on the adjacent campsites.

Camper/RV parking is only permitted on the designated pads. Unless specifically stated a site is a pull through RV site, ALL other sites are back in only. Pulling in or parking sideways is not permitted.

Passenger vehicles are limited to 1 or 2 per campsite, depending on the space. Vehicles must not be parked in a manner that creates congestion or a safety hazard.

Speed limits must be adhered to while on Vigo County parkland. Violation of the speed limit is subject to appropriate legal infractions.

Fires must be lit in designated areas and attended at all times. Campers are prohibited from burning trash. Fires must be extinguished prior to leaving.

Collection of understory materials for burning is prohibited. Understory materials include but are not limited to downed limbs, leaves, pine needles/cones, or cutting down standing trees. Campers may bring their own firewood; however, the firewood must come from Vigo County.

Garbage must be placed in the receptacles provided.

Disposal of sewage or gray water is only permitted at the dump station.

The Vigo County Parks and Recreation Department will not be responsible for personal possessions.

Household furniture and/or major appliances may not be set outdoors. Examples include hot tubs, saunas and refrigerators/ freezers.

Generators are prohibited in the campgrounds.

Use of park water to wash RV's and vehicles is prohibited.



When the park staff is mowing, the ground must be cleared of all cords and items in the grassy areas. Please do not string lines from tree to tree or structure to structure for the safety of our employees.

Solicitation and/or sales are prohibited on Vigo County parkland, including but not limited to firewood.

No Vigo County Parks and Recreation Department equipment, land, or facilities are to be altered, destroyed, or moved. Responsible parties will be subject to appropriate legal infractions.

No person within Vigo County Parkland is to be intruded upon. "To intrude" includes both physical intrusion and sound intrusion (music and other loud noise).

### ***VCPRD Pioneer Log Cabin and Covered Wagon Rules & Responsibilities***

#### **Key:**

Pick up & drop off at the entrance gatehouse for Fowler Park and Hawthorn Park and with the maintenance team or caretaker at Prairie Creek Park. Upon leaving the door must be locked and the key dropped off in the appropriate place. Check-in is at 4 p.m., you are not able to check-in any earlier. Check-out is 2 p.m.

#### **Interior:**

No items are permitted to be tacked, nailed, screwed, or affixed on walls or ceiling in any way.

No confetti is permitted inside or outside the rental facility.

Cooking inside cabin and wagon is prohibited.

Pets are not permitted inside the cabin or covered wagon.

Fueled lanterns, candles, and open flames are prohibited inside and on the porch.

#### **Smoking:**

No smoking inside the building or within 50 feet of the building.

**Alcohol:**

No alcoholic beverages are permitted.

**Furniture:**

Do not remove chairs and table from cabin or wagon.

NOTE: Full Compliance with Park & Signage Policies

*Lessee, groups, families, and/or individuals failing to adhere to rules will be denied future rental of all park facilities.*

*Please ensure the facility is returned to the condition you found it. There is a \$100 damage deposit assessed before the next rental.*