



Audubon County Conservation Board
2672 Littlefield Drive
Exira, IA 50076
Phone: (712) 268-2762
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www.mycountyparks.com

You are reserving a Cabin from the Audubon County Conservation Board (ACCB) at Littlefield Park. All COUNTY PARK RULES and STATE LAWS are enforced. The rules and regulations may be found on mycountyparks.com, at the bottom of the Audubon County home page in the "Related Items". Contact the Park Office at the above location by phone or email if you have questions about park rules, policies, or special requests. Park Staff have the authority to refuse rental privileges and rescind any rental permits for cause.

AUDUBON COUNTY CONSERVATION RESERVES THE RIGHT TO ENTER CABINS IN THE CASE OF EMERGENCY, MAINTENANCE, NON-COMPLIANT RENTAL ISSUES, OR SECURITY PROBLEMS.

CABIN RESERVATION CONTRACT:

By your agreement with these terms and conditions, you represent that you are 18 years or older (21 years or older if alcohol will be at your facility), you will be present during your stay, and you are authorized to make the reservation on behalf of the camping party you have listed. You further agree to assume full responsibility for your group members' acts, negligence, or omissions while utilizing said facilities.

Additionally, you agree that you have read and understand the CANCELLATION and REFUND POLICIES concerning this reservation and have also read and understand the FACILITY CONTRACT RULES information.

Cancellation and Refunds:

Should you decide to **CANCEL** your reservation, there are **NO REFUNDS**. However, if you contact the Audubon County Conservation Office (712-268-2762) before 7 days of your reservation, you are allowed to change the reservation dates one time. At this time, the only two situations that may allow for a refund are as follows: the National Weather Service has issued severe winter weather conditions and advised against travel, or ACCB is unable to provide your cabin with similar amenities in operable condition for the date(s) of your event.

Cabin Contract Rules

Check-in Time	After 4:00 pm on the day of arrival
Check-out Time	Before 12:00 pm on the day of departure
	NO early check-ins or late check-outs

Getting into the facility

Each facility has a keyless entry keypad on the door. To enter the cabin, enter the 4-digit code you created when you made the reservation. The keypad should beep and turn green when it is unlocked. It will stay unlocked for about 30 seconds before locking again.

Pets are only allowed in Cabins 3 and 4

Cabins	\$25 per night
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1. Cabins 3 and 4 are pet-friendly - persons with severe allergies should know that pets are allowed inside the cabins.
2. The pet fee should be paid for when making your reservation by checking the appropriate box. There **are NO REFUNDS**.
3. Failure to pay the pet fee in advance - the fee will be collected by park staff after you have arrived.
 - Pet Fee On-site \$100 per night
4. Pets must be on a leash not to exceed 6' off-site
5. Pets must be tethered or kenneled on-site
6. Bag all waste and dispose of it in the dumpsters provided
7. Do not leave pets unattended
8. Pets are not allowed on any furniture
9. Damages caused by pets will have a fee of \$100 or more collected

Clean-up

You must clean up the facility and grounds and return them to the condition you received them. A cleaning list is posted inside each facility. Plan to have your facility cleaned and people departed before checkout (12:00 pm). Paper towels, trash bags, broom, mop, bucket, dishpan, and cleaning agents will be supplied in your facility to assist you in your cleanup duties.

Personal Items

We are not responsible for returning any belongings you have left in the cabin upon your departure.

Visitors

All visitors (other than registered overnight campers) must depart the park by 10:30 PM.

Smoking

Audubon County is a smoke-free environment. Smoking is prohibited in all buildings.

Speed Limit

The speed limit in the campgrounds is **10 MPH**.

Parking

Parking is confined to the designated parking areas—no parking or driving off roadways.

Directional Signs and Decorations

Temporary, free-standing directional signs are allowed – not to be attached to park structures, trees, furniture, signposts, or other facilities. Decorations are allowed as long as they are free-standing or not affixed in any manner that would damage a facility (NO tape, tacks, nails, staples, etc.). Special care should be taken with balloons so that they do not escape and possibly injure wildlife. ALL signs and decorations must be removed upon check-out.

Refuse

All refuse must be bagged and taken to the dumpsters provided in the area. Please do not use the fire ring as a trash receptacle. **DO NOT BURN TRASH.**

Keg Beer

No kegs are allowed in the park.

Tents and Campers

Sleeping tents and/or campers must have their own designated campsite within the campground. NO sleeping tents are allowed in the cabin areas. Screen tents for picnic tables, etc., are allowed at no charge.

Legal Action

Failure to clean up the facility or surrounding area as outlined, or failure to comply with park rules or state laws, will result in verbal warnings and possible removal from park grounds by Park Staff. Furthermore, the Audubon County Conservation Board may take any legal action necessary to recover damages to county property.