



PORTER COUNTY PARKS AND RECREATION CAMPSITE RENTAL AGREEMENT

PORTER COUNTY ADMINISTRATION CENTER
155 Indiana Ave. Suite 304, Valparaiso, IN 46383
Phone: 219-465-3586 Fax: 219-465-3640 pcparks@porterco.org

Any special requirements must be noted in the "notes" section and approved by staff prior to event.

Name:		Birthdate:		Organization (If Applicable):	
Address:				Cell: Home/Business:	
City, State, Zip:				Email:	
Camping Dates (arriving through leaving): _____				Number of People Camping: _____	
Individual Campsite		Mark # of camp sites for rental		Cost	Any additional notes
<ul style="list-style-type: none"> • Grill • Fire pit • Access to bathrooms (primitive latrines) • Holds 2 tents comfortably • No electric or water • Short walk from parking lot 		1		\$15	
		2		\$30	
		3		\$45	
		4		\$60	
		5		\$75	

Rental Fee _____
7% Sales Tax or Exempt Certificate _____

TOTAL: _____

Signature _____ Date _____

Reservation & Application Process

1. **Fill out this paperwork** and **email** completed paperwork to pcparks@porterco.org.
2. **Expect an email response** from a Parks staff member between 1-2 business days about campsite availabilities and/or confirming your reservation.
3. **Pay for your campsite rental** by paying online with a debit or credit card, or mailing in a check to Porter County Parks & Recreation at 155 Indiana Ave. Suite 304, Valparaiso, IN 46383.



Campsite Rental Policies

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Valparaiso, IN 46383
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Fax: (219) 465-3640

Reservations are accepted for all County Park facilities up to two calendar years in advance. Reservations are processed on a first-come, first-served basis, so campsite requests do not guarantee reservations. There is a minimum of 5 business day advance notice for all rental reservations. Event dates cannot be confirmed until a rental agreement and applicable fees are received by Porter County Parks & Recreation. Porter County Parks must have a copy of a tax exempt certificate or 7% sales tax will be included in the rental fees.

Payment Methods & Process

Rental payments can be made by cash or check delivered to the Porter County Parks & Recreation Office or by debit or credit card online and must be paid 3 days prior to rental date. Checks are to be made for the full rental fee to "Porter County Parks & Recreation." Insufficient funds and returned checks will result in cancellation of the reservation and the date will become open to other renters.

Camping FAQs

There is no set check-in or check-out time for campsites – you may arrive and depart at your leisure during the time of your reservation. There is no electricity or running water in the campgrounds. The bathrooms are primitive latrines with no shower facilities. Each campsite has a fire pit and a picnic table. There is a small parking lot for vehicles but RVs are not allowed – it's tent camping only. Each campsite holds 2 tents comfortably. Firewood is available near the group fire pit.

By signing this document you agree to abide by all policies of Porter County Parks & Recreation as set forth in this document.

Signature: _____

Date: _____