

Doddridge County Parks & Recreation Commission (DCPRC)

Shelter Rental Policy

Shelter Rentals Begin the First Business Day of each Calendar Year

Shelter Rental Renewals:

Shelter rental at Doddridge County Park is permitted one (1) calendar year in advance for renewals upon payment in full.

Renters have a 30 day grace period to renew for the next year after their rental / event or must follow park policy and wait until first business day of next calendar year

Confirmation and Payment of Shelter Reservation:

Reservations are not considered final until payment is made. Renters may pay with Check or Cash.

DCPRC graciously allows Community Agencies, Churches and School Groups from Doddridge County use of Shelters at no charge. Shelters are at a first come first serve basis and requests must be received in writing or email. Confirmation will be made with a return email.

Refunds:

No refund will be given for rental of a shelter due to inclement weather or for any reason not specifically the responsibility of DCPRC

No refund for renters canceling a reservation unless the shelter is rented to another party

Requests for refunds must be made in writing or email to Doddridge County Park.

DCPRC reserves the right to make exceptions to policies at its discretion

Shelter Use:

Renters shall be permitted to use reserved shelter from 8:00 AM to Dark or 8:00PM depending on time of year.

Note:

Security and/or insurance may be required on a case-by-case basis

All fees must be paid in full prior to rental / event

Organizations may be required to provide proof of liability insurance and list the DCPRC as an additional insured.

Organizations may obtain coverage from the West Virginia Counties Risk Pool (WVCoRP) through the TULIP option on website (www.wvrisk.org) or through local insurance companies.