Thank you for your interest in the leisure programs offered by St. Joseph County Parks. In order to confirm your program reservation, please follow the instructions below within 5 business days.

After you have thoroughly read the Leisure Program Agreement, please sign, initial and date the highlighted areas on both pages of the contract.

1. Return the signed Leisure Program Agreement by mail or in person to **St. Joseph County Parks, 32132 SR 2, New Carlisle, Indiana, 46552** or fax to: **574/654-3674** within 5 business days.

2. Call **574/654-3155** to use your credit/debit card for payment for the program. **Your card information will also be held for the $100 security deposit** within 5 business days. Your information will be shredded once it has been determined that park rules, policies, and the conditions of the attached Leisure Program Agreement have been followed and met.

3. **If paying by check or money order, the correct amount is the total program fee PLUS the $100 security deposit.** A refund check for the $100 security deposit will be processed once it has been determined that park rules, policies, and the conditions of the attached Leisure Program Agreement have been followed and met. Please make checks (or money orders) payable to: **St. Joseph County Parks Department** and mail or bring payment to: **St. Joseph County Parks, 32132 SR 2, New Carlisle, Indiana, 46552**.

PLEASE NOTE: We are unable to guarantee your reservation until we have received both your contract and payment. We will hold your reservation for 5 business days and we reserve the right to cancel your reservation if we do not receive the contract and payment within that time.

More information about the leisure program you are interested in has been provided in the following information packet. We hope you find the information helpful and ask that you share the information with the others in your group. Please call 574/654-3155 if you have any questions.

We hope that you have a wonderful outing. Let us know how we can help!

Sincerely,

St. Joseph County Park Staff
Canoe Group Frequently Asked Questions

What are the options for canoe group rentals?
Group canoe reservations are taken for Wednesday through Sunday, April through October, for groups of 5 to 35 canoes (10 to 105 people). Rental of 5-14 canoes is $25 per canoe and 15-35 canoes is $20 per canoe. The preferred trip for group canoeing is from Keller Landing to St. Patrick’s County Park. Groups wishing to take the trip from St. Patrick’s County Park to the Niles Landing must get staff permission at the time of reservation.

The two park shuttle vans each accommodate 13 passengers (26 total in the two vans). If your group is larger than 26 people, be aware that multiple trips would be required to transport your group. Prior to the reservation, groups should determine whether they wish to meet park staff at Keller Landing or if they will require transportation in the park shuttle vans from St. Patrick’s County Park to Keller Landing.

What is included with a canoe group rental?
Rental includes use of lifejackets, paddles, canoes (and shuttle service if required). Cushion rental (25 max.) is available for $2 per cushion. Restrooms are available at St. Patrick’s County Park.

How many people can fit in a canoe?
Our canoes are 15-foot aluminum crafts. The combined weight of persons in this type of canoe cannot exceed 500 pounds. This typically means that up to three adults OR up to two adults and two small children can ride in one canoe. There are only seats for two people in the boat (front and back) so if you plan on having more than two people in a canoe we recommend renting a seat cushion for each person in the center of the canoe.

What if we need more or fewer canoes?
Because reserved canoes are withheld from the public rental supply, payment is required for the total number of canoes reserved, regardless if fewer canoes are actually used. Additional canoes may be rented at the time of departure (if the equipment is available).

What are the rules for canoeing?
All canoeers must be able to swim and wear a lifejacket at all times. Canoeists should stay seated and centered in their seat at all times. The group is responsible to pay for any damages to the equipment including lost paddles, cushions, lifejackets and canoes.

May we bring food and drinks?
Yes, but keep in mind that glass containers are not allowed in the park. It is unlawful for any person to possess or be under the influence of an alcoholic beverage or controlled substance while operating, or a passenger in a canoe or kayak or motor vehicle owned and operated by the St. Joseph County Park Department.

What is the cancellation and refund policy?
Cancellations due to weather or unsafe river conditions are at the discretion of the St. Joseph County Park staff. We will phone you one day prior to your scheduled trip to attempt to reschedule if conditions are not safe. If it is not possible to reschedule the trip, a complete refund will be issued. If your group cancels following payment and up to two weeks prior to the trip date, 20% of the total fee will be withheld. For cancellations made within two weeks of the trip date, no refunds will be issued.

What do I do with the liability waiver?
The waiver is provided for schools, clubs, churches and other groups where most of the participants are under the age of 18 and they will not have a parent or guardian present. If this applies to your group, please copy the waiver and distribute to the parents or guardians of the participants. You may turn in the signed copies to the supervisor the day of your trip.
ST. JOSEPH COUNTY PARKS LEISURE PROGRAM AGREEMENT

Mail completed contract to:
St. Joseph County Parks
32132 SR 2
New Carlisle, IN 46552

Call 574/654-3155 with
program questions

Checks payable to: St.
Joseph County Parks

Program Locations

St. Patrick's County Park
50651 Laurel Rd.
South Bend, IN 46637

Ferrette/Baugo Creek County Park
57057 Ash Rd.
Osceola, IN 46561

Bendix Woods County Park
32132 SR 2
New Carlisle, IN 46552

Name: ______________________________
Organization Name: __________________________
Alt. Phone: _______________________
(Address/Company/Agency/Church/Family Group, if applicable)
City: __________________________
State: ________ Zip: _______

Date of Program: ____________________
Time Frame of Program: ____________________

Program desired (check all that apply):

# of Participants: ____________________
Grade/Age: ____________________

<table>
<thead>
<tr>
<th>Site</th>
<th>Capacity</th>
<th>Fee</th>
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<tr>
<td>St. Patrick's</td>
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<td>$165</td>
</tr>
<tr>
<td>Ferrette/Baugo Creek 99</td>
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<td>$165</td>
</tr>
<tr>
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</tr>
<tr>
<td>Wed. - Fri. extra hour</td>
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<td>$75</td>
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</table>

TRIP CAPACITY FEE

- Keller to STP 1-14 canoes $25/ea.
- Keller to STP 15+ canoes $20/ea.
- Keller to STP, off peak time $ ___
- STP to Niles 1-14 canoes $25/ea.
- STP to Niles 15+ canoes $20/ea.
- STP to Niles, off peak time $ ___
- # Cushions ___ (25 max.) $2/ea.
- # Canoes ___
- Meet at STP $ ___
- Meet at Keller $ ___

Fall Hayrides at Bendix Woods
CAPACITY FEE Evening

- 80 $110/$150* Daytime 80 $75
- Daytime Campfire $35
- 9:30-11:30AM Othanagon
- 1-3PM Hardwoods
- 3:30-5:30PM Glenn Bauer*
- 6-8PM Van Paris*
- 8:30-10:30PM Studebaker* 8:30-10:30PM

Program Fees:
Additional Fees: ____________________
Total Amount Due: $ ____________________

PROGRAM TIMES - All groups may arrive no earlier than 15 minutes prior to program start time, and must depart no later than 15 minutes after program end time. Early entry or late departure requires additional ranger fees at a cost of $35/hr. All renters must be out by 11:00 p.m. by County Ordinance. (Initials)

PAYMENT/REFUNDS – All program fees are final. All program reservations must be paid within five (5) business days after reservation is made. If payment and contract are not received, reservation will be canceled. If participant cancels following payment and up to two (2) weeks prior to program date, 20% of total fee will be withheld. For cancellations made within two (2) weeks of program date, no refunds will be issued. If cancellation is made by park staff due to weather or unforeseeable conditions, the program will be rescheduled if possible, or a complete refund will be issued. (Returned Check fee is $30.00). (Initials)

RELEASE AND INDEMNIFICATION AGREEMENT -
For and in consideration of St. Joseph County Parks licensing the undersigned to participate in the above designated program on ______________ (date of event), the undersigned, executors, and administrators hereby agrees to release, hold harmless, defend and indemnify St. Joseph County, Indiana and St. Joseph County Parks Department, their officers, directors, employees and agents, from any and all costs, claims, losses, liabilities or damages arising from or in any way related to, the participation in the above mentioned program and all associated activities. Authorized Signature ____________________________ Date __________

Authorized Representative of: ____________________________
(Company/Agency/Church/Family Group, if applicable)
PARK RULES & SHELTER POLICIES

• Renter must be present at rental.
• Absolutely no balloons, egg tosses, confetti, dunk tanks or candles are allowed in the park.
• Alcoholic beverages are limited to picnic areas; beer and wine in non-glass containers only. The sale of alcohol is prohibited. • Causing damage to signs, shelters and other structures is prohibited. The use of staples, nails, and/or tacks for the purposes of decorating/hanging signage and/or banners is strictly prohibited.
• It is unlawful to litter or dump trash in the park.
• Tents, canopies, pop-ups, etc. are not allowed in shelter/picnic areas except where designated and approved.
• Amplified sound shall not exceed 70 decibels within a 150 foot area, and will be monitored by Park Rangers. Noise levels should not disturb other park patrons or renters.
• The number of persons attending a shelter rental shall not exceed the fire code capacity of the facility.
• No live animal exhibits—no petting zoos or pony rides.
• Possession of firearms and weapons is prohibited.
• Smoking is not allowed in any park building or on park property.
• Defacement, destruction, removal or disturbance of property, equipment or natural features is prohibited.
• Pets must be restrained on a six (6) foot leash. No pets are allowed in buildings (other than service dogs). Owners must clean up after their pets.
• Sledding/tobogganing is prohibited. Inner tubing is allowed only during staff supervised times in designated locations.
• Fishing activities and boat launching is permitted in designated areas. (All state laws apply)
• Disorderly conduct is prohibited, as well as other activities which are deemed dangerous or improper.
• Maximum speed is 20 mph or as posted. Vehicles may be operated only on roadways and must park in designated parking areas.
• Service roads are available for drop off of special needs individuals. Vehicles must return to designated parking areas after drop off.
• Ground fires are not permitted without written permission of the Director. All other fires are restricted to limited areas and containers such as grills, wood burners or fireplaces.

I have read and understand the Park Rules & Shelter Policies (Initials)

A SEPARATE DAMAGE & EXTRAORDINARY CLEAN-UP DEPOSIT of $100 will be required for all leisure programs, unless a shelter has been rented in addition to the program. Shelter rentals require a deposit of $150, and that deposit will apply to both the shelter and the program. The security deposit will be returned by mail the next business day provided all rules have been followed and the condition of all park property is satisfactory.

The security deposit shall be forfeited in whole if group fails to comply with all Program Agreement Terms, Park Rules & Shelter Policies. The security deposit shall also be subject to forfeiture due to the following:
1. Damage or vandalism of any kind to park property.
2. Failure to follow or adhere to all program and park rules and policies.
3. Disregarding the directives of, or harassment of, park staff.

A fee of $30 per hour per staff will be deducted from your security deposit if extraordinary clean-up is necessary. If your security deposit does not cover the cost of the extraordinary clean up OR if your security deposit has been retrained for one of the reasons listed above, you will be billed and invoiced at a rate of $30 per hour per staff for the necessary clean up. If a credit/debit card number is used as the security deposit, it will be charged $100 should the retention of the security deposit be determined necessary, or $30 per hour per staff for extraordinary clean up.

(Initials)

Extraordinary clean up includes, but is not limited to, park staff being required to:
• Clean food and debris from the site utilized by the group (floors, restrooms, tables and surrounding areas)
• Removal of decorations, tape and signage (using staples, tacks or nails is considered damage to property);
• Rake up of debris or refuse from around garbage cans and picnic tables;
• Clean up and disposal of items which violate park rules & policies including: glass, confetti, balloons, cigarette butts, etc.

Note: the fundamental rule on return of security deposit is: participants should leave park equipment and facilities in an “as found” condition.

I have read the terms of this Contract, Park Rules, and Shelter Policies and understand that I am accountable for the behavior and conduct of my participants. I understand the conditions whereby the security deposit will or will not be returned. I understand it is my responsibility to contact park staff to inspect the site before I leave the park.

Authorized Signature: ________________________________ Date: ________________________________
Authorized Representative of: ________________________________
(Company/Agency/Church/Family Group, if applicable)
ST. JOSEPH COUNTY PARKS LEISURE PROGRAM AGREEMENT

Call 574/654-3155 with program questions

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50651 Laurel Rd.
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Bendix Woods County Park
32132 SR 2
New Carlisle, IN 46552

Mail completed contract to:
St. Joseph County Parks
32132 SR 2
New Carlisle, IN 46552

Checks payable to: St. Joseph County Parks

Name: ____________________________ Phone: (_____)______

Organization Name: ____________________________ Alt. Phone: (_____)______

(Company/Agency/Church/Family Group, if applicable)

Address: ____________________________ City ____________________________ State ________ Zip ________

Date of Program: ____________________________ Time Frame of Program: ____________________________

Program desired (check all that apply): ____________________________ # of Participants: ________ Grade/Age: ________

<table>
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<th>Group Canoe Rental</th>
<th>Fall Hayrides at Bendix Woods</th>
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Authorized Representative of: ____________________________

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Authorized Signature: ___________________________ Date: ___________________________

Authorized Representative of: ___________________________

(Company/Agency/Church/Family Group, if applicable)
Keller Park to St. Patrick's Park
4.5 miles (averages 1.5 hours on river)

St. Patrick's Park to Niles Dam
5 miles (averages 2 hours on river)

Long Trip: Keller Park to Niles Dam
9.5 miles (averages 4.5 hours on river)
Parent or Guardians Agreement of Waiver of Liability, Indemnification & Medical Release
For use by adults during leisure services activities if the participant is under the age of 18 years of age.

The undersigned parent and natural guardian or legal guardian does hereby acknowledge that he/she is aware of the dangers involved in participating in _________________________.

Said undersigned parent and natural guardian or legal guardian does hereby represent that he/she is in fact acting in such capacity and agrees on behalf of the participant and his/her executors, administrators, heirs, next of kin, successors, and assigns, to:

A. Waive, release and discharge from any and all liability for participant's death, disability, personal injury, property damage, property theft or actions of any kind which may hereafter accrue to participant and his/her estate, the County of St. Joseph, Indiana, and its officers, agents and employees; and

B. Indemnify and hold harmless the County of St. Joseph, Indiana, and its officers, agents and employees from and against any and all liabilities and claims made by other individuals or entities as a result of the participant's participation or actions during this activity or event.

The undersigned understands and is aware that participating in this activity or event involves certain risks and dangers including, but not limited to: hazards associated with outdoor activities; the forces of nature and wildlife, and distances from/access to medical facilities. Such outdoor activities involve, but are not limited to: canoeing on the St. Joseph River; innertubing on a public innerube hill; walking, snowshoeing and/or cross country skiing through rough terrain; participating in tractor drawn hayrides; disc golfing; and traveling by automobile, public passenger van or other conveyance.

The undersigned further consents to and authorizes medical treatment to the participant which may be deemed advisable in the event of injury, accident or illness during this activity or event.

This release and waiver shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

I, the undersigned, acknowledge that I have read and understand the above Release.

Name of Minor ________________________ Age ______

Name of Parent or Guardian ________________________

Signature: ________________________ Date: ____________

PHOTO RELEASE: I hereby consent to and authorize St. Joseph County Parks Department, its publishers, licensees, and assignees, permission to use and reproduce still photographs and/or film footage taken of me (and/or my child/children) in whole or in part, with or without names, for editorial, trade or advertising purposes. I also confirm that I waive all claims arising from such use for any additional compensation, damages, and invasion of privacy.

Signature: ________________________ Date: ____________

St. Joseph County Parks Department
32132 SR 2
New Carlisle, IN 46552
574/654-3155