

**MARINETTE COUNTY
FACILITIES & PARKS DEPARTMENT
GOODMAN COUNTY PARK CABIN POLICY**

Last Updated: April 9, 2024

I. RESERVATIONS.

- A. Reservations are accepted eleven (11) months in advance. Reservations are made online at Marinette County's Website (www.marinettecountywi.gov) or by calling (715) 732-7530 during office hours, Monday – Friday, 8:00 a.m. to 4:00 p.m.
- B. One person must represent the group, be the designated contact, and assume responsibility for the group complying with county regulations. This reservation contact person must be a member of the renting party that will occupy the cabin.
- C. Payment by Mastercard or Visa credit cards are accepted for reservations made online or by telephone. For those visiting the Facilities & Parks Department office in Marinette, cash or check is also accepted.
- D. Calls, reservation requests, and general inquiries will only be received by the Facilities & Parks Department office during regular office hours. Any requests made after office hours, over the weekend, or on a holiday will not be received until office hours resume. It is the responsibility of the renter to plan accordingly if there will be a need to contact the Facilities & Parks Department office.
- E. Changes made to a cabin reservation must be done by the contact person for the reservation. Personal information, such as names, phone numbers, addresses, reservation information, etc., will not be shared with any third party.
- F. The cabin is available from May 1 – November 30.
- G. Reservation requests will be accepted for a minimum of two (2) consecutive nights.
- H. No one may rent the cabin for more than fourteen (14) days in any twenty-one (21) day period.
- I. The county reserves the right to adjust cabin assignments within the calendar when necessary.

II. FEES.

- A. Reservation Fee.
 - 1. There is a non-refundable reservation fee of \$10.00 per reservation. This fee is designed to cover administrative costs.
- B. Cabin Rental Fee.
 - 1. This is the rental fee for the cabin.
 - 2. Cabin rental is \$85.00 per night.
- C. Deposit.
 - 1. A \$75.00 security deposit will be required for all lodge rentals. This deposit functions as a holding fee for your reservation, a cancellation fee, and, if necessary, a cleaning and damage fee (see Section IX. Cleaning and Damage).
 - 2. The Facilities & Parks Department will inspect the cabin and grounds after each group leaves. Failure to clean the building and grounds to their pre-arrival state may result in forfeiture of partial or all of the deposit which will be used for costs incurred for cleaning and repairs.

D. Parks Day Use / Vehicle Entrance Fee.

1. All vehicles require a day use entrance pass or annual parks sticker.
2. The cabin rental includes parking passes / parks day use passes for two (2) vehicles.
3. All additional vehicles must purchase a separate day use pass or an annual parks sticker. The cost of a day use pass is \$5.00/vehicle per day/night. The cost of an annual parks sticker is \$25.00.
4. Parks Day Use Passes can be purchased at the pay station when entering a park. Please follow instructions written on the envelopes. Both day use passes and annual parks stickers can be purchased online by credit card at https://www.marinettecountywi.gov/parks/permits_and_passes/general/.
5. For visitors that purchase their Parks Day Use pass online, the transaction confirmation number must be written on a day use hang tag, which is attached to the day use envelope found at the pay station.
6. If purchased online and the customer has a voucher number / promo code, this may be used toward the purchase of your Parks Day Use Pass or Annual Parks Sticker. A voucher number / promo code is not a replacement of physical cash in the parks. Writing a voucher number / promo code on the physical envelope is not a valid method of payment.
7. Vehicles must display their completed Day Use pass on their vehicle's rearview mirror or dashboard, and follow all other instructions online and/or on the envelope. Vehicles that do not have a completed Day Use stubs displayed according to instructions are subject to fines.

E. Change Fee.

1. There is a non-refundable \$5.00 change fee for any changes made to a reservation that would send the transaction to the credit card company, such as adding days onto your reservation.
2. Changes to an existing cabin reservation cannot be made online. To change your reservation, please contact the Facilities & Parks Department office in Marinette by phone during regular office hours.
3. Changes to original reservation dates may not be made to a cabin reservation within fourteen (14) days of arrival. However, depending on availability, days may be added to your reservation by calling the Facilities & Parks Department office before your scheduled arrival. Changes made prior to this fourteen (14) day period may result in a voucher being issued to the renter, if the change results in a stay of fewer nights than the original range of reservation dates.
4. Changes cannot not be made to a reservation on the day of departure. Adding additional days onto your stay on the day of departure will require a new reservation.
5. No more than one (1) change will be allowed for any cabin reservation.

III. NOTICE OF CANCELLATION.

- A. Confirmed cabin reservations will be held for the length of the reservation unless the park office is notified of the cancellation. Failure to notify the parks office will result in the forfeiture of all fees.
- B. Early departures will not be refunded or prorated.
- C. The reservation fee is non-refundable.
- D. Change fees are non-refundable.

- E. The deposit is non-refundable.
- F. The Cabin Rental Fee is subject to conditions and may, with enough notice, be fully or partially refunded via voucher.
 - 1. If notice of cancellation is given with thirty (30) or more calendar days prior to the reservation date, the rental fee is refundable in the form of a voucher to be used towards a future reservation at a Marinette County Park. This voucher will be valid for the current camping year and the following year.
 - 2. If notice of cancellation is given to the Facilities & Parks Department office in Marinette, fourteen (14) to thirty (30) calendar days prior to the reservation, a refund in the form of a voucher will be issued for half of the fee amount minus the reservation fee.
 - 3. When notice is given less than fourteen (14) calendar days prior to the reservation date, there will be no voucher issued.

IV. OCCUPANCY.

- A. No more than one (1) camping party shall occupy the cabin.
 - 1. Camping Party. Any individual, family or unorganized group occupying the cabin. The cabin sleeps eight (8) individuals.

V. CABIN DETAILS.

- A. Cabin Amenities.
 - 1. A kitchen with a sink, table, 8 chairs, cupboards, propane stove, propane refrigerator and electric outlets.
 - 2. Bedrooms are equipped with 4 bunk beds (sleeps 8 people).
 - 3. A living room.
 - 4. A bathroom with a sink, shower, and flush toilet.
 - 5. Attached screened porch.
- B. Items that Users Should Bring.
 - 1. Food and drinks.
 - 2. Cooking and eating utensils (dishes are not provided).
 - 3. Sheets/blankets or sleeping bags, pillows.
 - 4. Towels/wash cloths.
 - 5. Personal hygiene items.
 - 6. Extension cords.

VI. PARKING.

- A. Vehicles must be parked within the limits of designated parking areas, except where prior arrangements have been made. The cabin parking area consists of two reserved stalls located in the parking lot. All vehicles, trailers, motor homes and boat trailers, etc. must be parked in these two stalls. The cabin reservation includes parking for two vehicles. All other vehicles, including that of visitors who are not staying overnight, must park in the visitor parking lot and purchase a day use parks pass.
- B. Parking on the grass is not permitted, except where prior arrangements have been made.
- C. A 15-minute unloading zone is located by the side porch on the west side of the cabin.
- D. Parking is prohibited along any road within the campground or in any manner in which a vehicle partially extends into a roadway.

VII. CHECK-IN.

- A. User may arrive any time after 1:00 p.m.
- B. The key to the cabin is in a lockbox next to the main entrance of the cabin. The code to the lockbox will be provided via your reservation confirmation email, near the bottom of the page.

VIII. CHECK-OUT.

- A. Check-out time is 11:00 a.m. on the day of departure.
- B. Before leaving the cabin, it is the responsibility of the user to clean the cabin to the condition in which it was found upon arrival or better.
- C. The minimum list of responsibilities before departure are found below in section IX Cleaning and Damage.

IX. CLEANING AND DAMAGE.

- A. Every group is responsible for cleaning the cabin facilities to the condition in which it was found upon arrival, or better. Cleaning responsibilities include...
 - 1. Pack out all refuse from your stay in the cabin.
 - 2. Remove all personal belongings from the cabin.
 - 3. Wipe tables, chairs, appliances, and other hard surface, removing all food, drink and other spills.
 - 4. Sweeping and mopping floors.
 - 5. Cleaning kitchen and appliances.
 - 6. Return any moved furniture to their original configuration.
 - 7. Turn off all lights.
 - 8. Close all windows.
 - 9. Lock doors when leaving.
 - 10. And, any additional cleaning needed to return the cabin to pre-arrival condition.
- B. It is the responsibility of the individual named as the contact person for the reservation to see that this work is completed satisfactorily.
- C. The Facilities & Parks Department will inspect the cabin and grounds after each group leaves. Failure to clean the building and grounds to their pre-arrival state may result in forfeiture of the deposit, either in part or in full, according to the parks staffing costs incurred for cleaning and repairs.
- D. Damages to the facilities may also result in forfeiture of the deposit, either in part or in full, according to the incurred costs of repairs, replacement, and/or labor.
- E. In the event that damage is caused by the users which amounts to more than the withheld deposit, the contact person for the reservation may be responsible for the additional costs incurred for repairs, replacement, and/or labor.
- F. Cleaning supplies will be provided.
- G. Goodman park has a dumpster on the premises for garbage generated from your stay. Unauthorized dumping of garbage that was not generated from your camping stay is prohibited.

X. CONDUCT & DENIAL OF SERVICE.

- A. Users may be asked to leave by Facilities & Parks Department staff, or by the County

Sheriff's Department, if a group fails to follow established rules, regulations, ordinances, or laws. Groups that are asked to leave will not receive a refund.

- B. Users that failed to keep all rules and policies, as agreed upon by confirmation of reservation, may be denied future reservations.

XI. FIRES.

- A. All fires must be contained and controlled within the designated fire pit at the cabin or in a grill.
- B. Firewood may be purchased at Twin Bridge Park, Goodman Park, and Morgan Park from 3:30 p.m. to 4:00 p.m. each day.
- C. Firewood obtained from an outside source must be from a location within twenty-five (25) miles from where you will use it. Alternatively, users may use certified firewood that has been properly heat-treated or aged to kill any infesting pests or diseases.
- D. Do not leave fires unattended. Put out all fires before leaving the cabin.
- E. Fires are not permitted on the ground.
- F. Fires may not be allowed to burn or singe any living vegetation.
- G. Do not burn garbage, plastic, glass, cans or other recyclable items.

XII. COOKING.

- A. There is a basic charcoal grill provided outside the cabin. Charcoal is not provided.
- B. Cooking appliances within the cabin may be used.
- C. Any cooking units that the user brings, such as for outdoor cooking and grilling, must be self-contained cooking units.
- D. No one may deposit grease, or other cooking waste on the ground.

XIII. NOISE.

- A. Park and campground quiet hours are from 10:00 p.m. to 5:00 a.m.
- B. Unreasonable noise will not be tolerated at any hour of the day.
- C. Music and sound equipment including radios, speakers, etc., may be used in the park only in a manner which is not a nuisance to others or park personnel. No speakers shall face outside through any open doors or windows. All sound equipment shall be kept inside the cabin, and is not allowed to be setup on the porch. When necessary, Facilities & Parks Department staff reserve the right to control the volume of the sound equipment.
- D. Portable generators are not permitted with the cabin rental.
- E. Any disturbance should be reported to the Parks Caretaker or the Marinette County Sheriff's Department (715) 732-7600.

XIV. PETS.

- A. No pets are allowed for cabin rentals.

XV. ADDITIONAL NOTES.

- A. Smoking is not allowed in any buildings.
- B. For public safety and health, fireworks are not permitted in the park except for large expositions by prior written permit.
- C. Users may bring certain small appliances, such as a toaster, blender, fan, or crockpot. However, any group intending to bring in their own medium-sized electrical appliance(s)

must receive permission from the Facilities & Parks Department staff. In general, window unit air conditioners and/or large appliances will not be permitted.

- D. Users are not permitted to remove any furniture or appliances from the cabin.
- E. Consumption of alcoholic beverages will not be permitted between 1:00 a.m. to 4:00 a.m.
- F. No visitors to a campground, which are not a member or a camping party, shall remain after 10:00 p.m. or enter a campground prior to 5:00 a.m.
- G. Additional rules are posted in the cabin.
- H. In addition to the terms of this policy, all County Ordinances, as well as state and federal laws, must be followed. Violations are subject to fines and forfeitures.

FOR FURTHER INFORMATION or to make suggestions or comments, contact:

MARINETTE COUNTY FACILITIES & PARKS DEPARTMENT

1926 HALL AVE

MARINETTE, WI 54143

(715) 732-7530

www.marinettecountywi.gov

***HELP US PRESERVE YOUR PARKS FOR FUTURE GENERATIONS
PLEASE DO NOT LITTER, DAMAGE FACILITIES, OR DAMAGE OUR NATURAL
RESOURCES***