MARINETTE COUNTY
FACILITIES & PARKS DEPARTMENT
COUNTY PARK CAMPGROUND RESERVATION
POLICY Last Updated: December 19, 2024

I. RESERVATIONS.

A. Reservations are accepted six (6) 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's compliance with county regulations. This contact person must be a member of the camping party that will occupy the site.

C. Payment by Mastercard or Visa credit card is 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 campsite user to plan accordingly if there will be a need to contact the Facilities & Parks Department office.

E. Changes made to a campsite reservation must be done by the reservation contact person for the reservation. If multiple campsites are reserved within a group of individuals, each campsite contact person must make necessary campsite changes for their campsites. Personal information, such as names, phone numbers, addresses, reservation information, etc., will not be shared with any third party.

F. In the event that a camping party desires to switch campsites, the reservation contact person must first make this change in the online reservation system before they may occupy or move any belongings into the new site. This change may be made online by logging into your user account if more than four (4) days prior to arrival. If less than four (4) days prior to arrival, the reservation contact will need to call the Facilities & Parks Department office in Marinette. If the reservation contact attempts to call the Facilities & Parks Department office after business hours on the day of arrival, the camping party will be unable to switch sites. A camping party may make a new reservation for the desired site on the day of arrival, if it is available.

G. The Facilities & Parks Department is not responsible for any changes made to a reservation online by the user, changes requested by the user to the Facilities & Parks Department office, or changes that were left unmade by the campsite user.

H. The length of the season in which campgrounds are open varies by location, with no campgrounds opening prior to May 1 and no campgrounds remaining open past November 30. See the Marinette County website for details.

I. A separate reservation must be submitted for each desired campsite.

J. To assure the greatest access to campsites, a maximum length of stay has been established. No one may camp or leave a camping unit in a single campsite for more than fourteen (14) days in any twenty-one (21) day period.

K. The county reserves the right to make changes and adjust campsite 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. Campsite Fee.
   1. This is the rental fee for the campsite.
   2. The Campsite Fee is $20.00 per night for non-electric sites and $35.00 per night for electric sites.

C. Parks Day Use Pass / Vehicle Entrance Fee.
   1. All vehicles are required to have a Parks Day Use Pass or an Annual Parks Sticker.
   2. The campsite rental includes vehicle entrance passes / Parks Day Use Passes for two (2) vehicles, which are valid in all Marinette County Parks for the days of the reservation only.
   3. Any additional vehicle(s) must purchase a separate Parks Day Use Pass or an Annual Parks Sticker. The cost of a Parks Day Use Pass is $5.00/vehicle per day/night. The cost of an Annual Parks Sticker is $25.00, and is valid for the calendar year.
   4. Parks Day Use Passes can be purchased at the cash pay station when entering a park. Please follow the instructions written on the envelopes. Parks Day Use Passes and Annual Parks Stickers can also be purchased by credit card online 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 Parks Day Use Pass on their vehicle's rearview mirror or dashboard, and follow all other instructions online and/or on the envelope. If an Annual Parks Sticker is purchased, then it must be permanently affixed to the lower right side of the vehicle's windshield. Vehicles that do not have a completed Parks Day Use Pass or an Annual Parks Sticker displayed according to instructions are subject to fines.

D. 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 may be made to your reservation online, by logging into the user account in which the reservation was made. Changes may also be made by contacting the Facilities & Parks Department office during office hours.
   3. Changes cannot be made to a reservation within four (4) days of your arrival date. Changes made prior to this four (4) 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, either online or in the Facilities & Parks Department office. Adding additional days onto your stay on the day of departure will require a new reservation.
5. No more than two (2) changes will be allowed for any reservation.

III. NOTICE OF CANCELLATION.

A. Confirmed campsite reservations will be held for the length of the reservation unless the Facilities & Parks Department office is notified of the cancellation. Failure to notify the Facilities & Parks Department 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 Campsite 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 more than four (4) calendar days prior to the reservation date, the Campsite fee amount is fully 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 with less than four (4) calendar days prior to the reservation, one night will be withheld from the refunded total Campsite fee amount. The remainder will be refunded in the form of a voucher.
F. A camping unit must occupy the reserved campsite by 3:00 p.m. on the second day of the reservation and be present for the duration of the reservation. Failure to occupy a campsite by this time without contacting the Facilities & Parks Department staff will be considered a cancellation and will result in forfeiture of both the campsite and camping fees.

IV. OCCUPANCY.

A. No more than one (1) camping party or family shall occupy a single standard campsite, except in the case of group campsites.
    1. Camping Party. A group of not more than six (6) adults. Groups that are not larger than a "Camping Party" should utilize standard campsites, unless none are available. Groups larger than a "Camping Party" should utilize a group site.
    2. Family. A parent or parents with their unemancipated children and not more than two (2) guests. Families should utilize standard campsites, unless none are available. Groups larger than a "Family" should utilize a group site.
    3. Organized Group. A group made up of members or participants of any organization or camp, such as a youth camp. Organized groups comprised of juvenile members must be under the leadership of least one (1) competent, mature adult that is twenty-one (21) years old or older per every five (5) juveniles in the group. In order to mitigate noise and space disturbances to other campers, organized groups are not permitted to utilize standard campsites, except by written permission.
B. The maximum number of sleeping units allowed per campsite are as follows: two (2) tents, or one (1) tent and one (1) mobile camping unit, such as a recreational trailer, RV,

motorhome, camper, etc.

C. No more than one (1) recreational trailer, camper, RV, motorhome, or may occupy a campsite.
D. If a camping unit is found to be unsuitable for the reserved site, Facilities & Parks Department staff may reassign the camping party to a site that is large enough or more suitable for the unit.
E. In addition to sleeping units, one cooking tent, canopy, or screen tent is permitted per campsite.

V. PARKING.

A. Two (2) vehicles are permitted to park per site. All vehicles of non-camping visitors and camper vehicles beyond two (2) vehicles must park in the visitor parking lot.
B. A single boat or ATV/UTV trailer may be kept within the campsite if they are parked completely within the gravel area of the campsite and clear of the roadway. If a trailer does not fit completely within a campsite, it must be parked in the visitor parking lot. All other vehicles, trailers, passenger busses, etc. must be parked in the visitor parking lot.
C. Vehicles must be parked within the limits of designated parking areas, except where prior arrangements have been made.
D. Parking on the grass is not permitted, except where prior arrangements have been made.
E. Parking is prohibited along any road within the campground or in any manner in which a vehicle partially extends into a roadway.

VI. ARRIVAL.

A. Check-in time is after 3:00 p.m.
B. Campers do not need to physically check-in at the Facilities & Parks Department office or with the Facilities & Parks Department staff. Campers should proceed directly to their reserved campsite after the designated check-in time of 3:00 p.m. Campers will be automatically checked in through their reservation.
C. Facilities & Parks Department staff may periodically stop by campsites to verify check-in.
D. A camping unit must occupy the reserved campsite by 3:00 p.m. on the second day of the reservation. Failure to occupy a campsite by this time, or after this time, without contacting the Facilities & Parks Department staff will be considered a cancellation and will result in forfeiture of both the campsite and camping fees.
E. No camping party may set up or take down a camping unit between 10:00 p.m. and 5:00 a.m.

VII. DEPARTURE.

A. Check-out time is 12:00 p.m. on the day of departure.
B. Campers do not need to physically check-out at the Facilities & Parks Department office or with the Facilities & Parks Department staff. Campers will be automatically considered checked-out after they have departed from their campsite and removed all of their belongings.
C. Before departure, it is the responsibility of the user to pack out all refuse and remove all personal belongings. Twin Bridge Park and Morgan Park have dumpsters available for camper at those locations. Unauthorized dumping of garbage that was not generated from your camping stay is prohibited.

D. Facilities & Parks Department staff will periodically stop by campsites to verify timely check-out and departure.
E. No camping party may set up or take down a camping unit between 10:00 p.m. and 5:00 a.m.

VIII. 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.

IX. PARK HOURS

A. The parks are closed to non-campers between 10:00 p.m. and 5:00 a.m.
B. No one is permitted in the day use areas of the park, that is the non-campground portion of the park, between the hours of 10:00 p.m. and 5:00 a.m.

X. FIRES.

A. All fires must be contained and controlled within the designated fire pit at each campsite 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 your campsite.
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.

XI. COOKING.

A. Any cooking units that the user brings, such as for outdoor cooking and grilling, must be self-contained cooking units.
B. No one may deposit grease, or other cooking waste on the ground.
C. Food should be contained when not being consumed to prevent unnecessary wildlife interactions.

XII. NOISE.

A. Please be courteous to your camping neighbors. Unreasonable noise will not be tolerated. At no time may the noise on a campsite create a disturbance or interfere in any manner with other people's enjoyment of the park.
B. 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. Explicit music may not be played aloud. When necessary, Facilities & Parks Department staff reserve the right to control the volume of the sound equipment.
C. Portable generators may be used within Marinette County campgrounds, provided that

they do not produce excessive loud or unusual noises. With respect to other campers, generators may only be used between the hours of 8:00 a.m. and 8:00 p.m. Generators are not permitted at Twin Bridge Park, Morgan Park, or Veteran's Memorial Park, as electrical service is available at each campsite. Campers must be present in their campsite while generators are in use.

D. Any disturbance should be reported to the Parks Caretaker or the Marinette County Sheriff's Department (715) 732-7600.

XIII. PETS.

A. Pets are not allowed in the buildings.
B. Pets must be on a leash no longer than eight (8) feet.
C. Pets are allowed on the trails within designated park areas, but must be on a leash.
D. Pet owners are responsible for the behavior of their pets at all times, including barking.
E. Dogs are not required to be leashed at the south beach of Twin Bridge Park, which is a dog beach. Dogs may be unleashed once south of the wooden foot bridge to the south of the main park area.

XIV. ADDITIONAL NOTES.

A. Smoking is not allowed in any buildings.
B. Twin Bridge Park and Morgan Park have flush toilets, showers and laundry machines available. All other parks have only pit toilets.
C. Due to uncertainty in seasonal changes in weather, water, dump stations, and some bathroom amenities may be closed, as needed, any time after October 1.
D. Consumption of alcoholic beverages will not be permitted between 1:00 a.m. to 4:00 a.m.
E. McClintock Park Campground is the only Marinette County Park that permits ATV's to be driven within the campground. ATV's are not permitted in any other Marinette County Park or campground, except where a designated ATV/UTV corral is present. Goodman ATV parking areas are available at the edge of the park at Goodman Park.
F. For public safety and health, fireworks are not permitted in the park except for large expositions by prior written permit.
G. The operation of drones is not permitted in Marinette County Parks or Campgrounds.
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
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PLEASE DO NOT LITTER, DAMAGE FACILITIES, OR DAMAGE OUR NATURAL RESOURCES