

Group Campsite RENTAL AGREEMENT



CHECK-IN/OUT

CHECK-IN: 3 pm

CHECK-OUT: 10 am

DAY GUESTS 8 am – 10 pm

16 occupants (max capacity)

OVERNIGHT GUESTS 10 pm – 8 am

75 (max capacity)

QUIET HOURS

Monday – Thursday: 10 pm – 8 am

Friday – Sunday and Holidays: Midnight – 8 am

GENERAL POLICIES

- All BBQ/grilling charcoal **MUST** be disposed of in designated coal pits. **DO NOT** place coals or ash into dumpsters, leach/septic mounds outside cabins, or in dunes. BBQs/grills are **NOT** permitted on the beach.
- Firearms, archery bows, throwing knives/hatchets, air rifles/pistols, and any other illegal or dangerous weapons are **STRICTLY PROHIBITED**.
- NO** swimming after dark. Lifeguards on duty daily from 10 am – 5 pm.
- NO** landing and/or launching privately-owned motorized watercraft.
- NO** glass containers and/or alcohol consumption on beach or hiking trails.
- NO** open fires, fireworks, portable fire pits, or metal detectors.
- NO** drones or personal aircraft.
- NO** feeding or hunting feral animals.
- NO** smoking/vaping inside rental units, or on balconies and lanais of condos. Smoking in designated areas only (50 ft away from any building.)
- Dogs are allowed on Bellows AFS from Sunrise to Sunset unless staying in designated dog-friendly lodging and with a signed Guest Pet Policy Agreement.** Service Animals allowed overnight. *NOTE: Therapy/comfort animals are NOT considered "service animals" per the ADA. For more info, please visit <https://www.ada.gov/topics/service-animals/>.* **UNAUTHORIZED OVERNIGHT PETS/ANIMALS ARE SUBJECT TO EVICTION WITHOUT REFUND AND A FEE STARTING AT \$250.**
- Fishing allowed **in designated fishing areas only**. Spearfishing is **PROHIBITED**.
- Group gatherings over 20 people require a facility rental.

INITIALS	AUTHORIZED CARDHOLDER/SPONSOR Read and initial next to each item.
	I am the authorized DoD cardholder/sponsor. I understand that I am responsible for my conduct and the conduct of my dependents and sponsored guests. As the authorized cardholder/sponsor, I must be on site from 10 pm – 8 am to account for each guest. I agree to the terms below.
	A SPECIAL FUNCTION AGREEMENT and AUTHORIZED GUESTLIST are required for functions with 10 or more unauthorized guests (non-DoD ID cardholders). I MUST contact SECURITY FORCES to obtain and submit these documents. All occupants remaining overnight MUST be registered with SECURITY FORCES.
	I understand each authorized DoD ID cardholder is authorized to sponsor a maximum of 10 unauthorized guests .
	My reservation allows a maximum of 15 tents and a maximum of 75 occupants per site.

INITIALS	SPONSORING GUESTS Read and initial next to each item.
	Bellows AFS is a military installation; federal rules and regulations apply. All guests are responsible to abide by Bellows AFS policies. For details, I may refer to guest books, bulletin boards, and/or website. I may also contact the FRONT DESK or SECURITY FORCES for questions or concerns.
	All non-DoD ID cardholders must be sponsored onto the installation by an authorized cardholder. For further information, I will refer to the SECURITY FORCES section at www.bellowsafs.com , contact the BASE DEFENSE OPERATIONS CENTER at (808) 259-4200 or (808) 448-4916, or email 18fssdet2bellows.sf@us.af.mil .
	Guests without an approved government-issued credential or state driver's license compliant with the Real ID Act of 2005 are REQUIRED to provide a second form of identification prior to being granted installation access.
	ALL guests are subject to criminal background checks prior to accessing the installation. Guests with unfavorable information WILL BE DENIED access to the installation, regardless of sponsorship by authorized DoD ID cardholders.
	All non-DoD affiliated guests under the age of 16 MUST have a school ID or photo ID on their person at all times; a birth certificate must be available upon request for identification purposes. All non-DoD affiliated guests age 16 and over MUST have a photo ID on their person at all times.
	Foreign National guests will NOT be allowed base entry until they have been properly vetted through SECURITY FORCES (minimum 30 days prior).
	Parking permits are NOT authorized credentials for base access.
	All vehicles entering Bellows AFS must be ready to present the following items to the Sentry. All vehicles are subject to search. <ul style="list-style-type: none"> • Current driver's license • Current vehicle registration • Rental Agreement (if applicable) • Current proof of insurance • Current vehicle safety inspection

INITIALS	GENERAL GROUP CAMPSITE RULES Read and initial next to each item.
	Check-in is 3 pm, and check-out is 10 am. Due to high occupancy, late check-outs are usually not granted. If granted, a late check-out fee of \$10 per 30 minutes may be incurred until 1:59 pm. At 2 pm and beyond, an additional one-night stay will be charged. 24-hour notice is required for refund consideration for early departures.
	I will adhere to loading and parking policies . Vehicles MUST enter and exit the group campsite area via the authorized Overflow Parking (flight line) . Guests are allowed 30 minutes to load/unload. All vehicles MUST park in the Overflow Parking (flight line) for the duration of their stay. Vehicles parked on the grass may be ticketed and towed at the owner's expense.
	I will report any problems/issues with the rental unit to TURTLE COVE within the first 30 minutes of check-in . Refunds may NOT be authorized for unreported issues beyond the 30-minute period. For after-hours check-in , I will report to the FRONT DESK by 10:30 am to update my credit card/ other information. I will also report any problems/issues with the rental site to ODR by 8 am the same day.
	Refunds will NOT be granted due to weather, beach closure, power outages, insects, or other acts of nature (to include loss or damage to personal property). Claims for damage/loss of personal property may be filed at a military Legal office.
	Dogs are permitted on the installation from sunrise to sunset in outdoor spaces unless staying in designated dog-friendly lodging and have signed the Guest Pet Policy Agreement. Service Animals allowed overnight with lawful inquiry. NOTE: Per the ADA, therapy/comfort animals are NOT CONSIDERED "service animals". For more info, please visit https://adata.org/publication/service-animals-booklet . UNAUTHORIZED PETS/ANIMALS ARE SUBJECT TO EVICTION WITHOUT REFUND AND A \$250 FEE.
	Feeding or hunting of feral animals is prohibited and grounds for eviction without refund.
	Digging and/or leveling of the campgrounds is STRICTLY PROHIBITED and subject to additional fees/charges.
	Campfires are permitted in designated fire pits only. Flames MUST NOT exceed 4 feet in height. Cutting trees/harvesting wood on Bellows AFS is PROHIBITED . My group is allowed to bring firewood for use in fire pits.
	Cooking units MUST be located at least 6 feet from any structure, tent, or combustible material, and at least 3 feet off the ground. Open, unattended fires and portable fire pits are PROHIBITED . Grills are for outdoor cooking only. I will NOT use grills to burn firewood. I will NOT place an outdoor cooking unit on the picnic tables. Coals MUST be cooled and disposed of in coal dispensers only. I will NOT dispose of coals on the ground or in any trash receptacle.
	I will be considerate of neighboring campers and cabin guests. I understand that excessive noise, profanity, or disturbance are grounds for immediate eviction. Quiet Hours are enforced Monday – Thursday from 10 pm – 8 am; Friday – Sunday and holidays from midnight – 8 am.
	Trash bags are NOT provided. I MUST provide my own trash bags for my space and place all trash in the dumpsters prior to check-out. I will NOT use the trash receptacles along the walking path (parallel to Tinker Rd) for large volume disposal.
	A minimum fee of \$25 will be incurred if I fail to meet the acceptable standard of cleaning prior to check-out. I agree to remove large firewood debris from the fire pit and ensure the outdoor cooking grills and sink are also clear of debris. I agree to dispose of all trash (including cigarette butts) in the dumpsters near the tennis courts or condo area.
	A \$15 fee will be incurred if I fail to return the group campsite packet upon checkout.

By signing below, I acknowledge responsibility for the aforementioned policies. On behalf of myself and my sponsored guests, I further agree to exercise care to prevent damage or policy violations. Failure to comply with installation policies may result in eviction without refund, loss of Bellows AFS privileges (for up to one year), and/or debarment.

PRINTED NAME / SIGNATURE: _____ DATE: _____

STAFF INITIALS: _____