

# Outdoor Recreation Boat House Reservation Form

Date of Event: \_\_\_\_\_

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Organization & DoD Affiliation: \_\_\_\_\_

Email Address: \_\_\_\_\_

Requested Key Pickup Date: \_\_\_\_\_ Requested Key Drop-off Date: \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

Please Choose:    Official Event    /    Personal Event

**BOAT HOUSE KEY MUST BE RETURNED BY 1300 ON THE DATE AGREED UPON OR A LATE FEE OF \$10 WILL BE APPLIED PER DAY AFTER AND MAY RESULT IN A LOSS OF PRIVILEGES.**

## **No overnight stays in the boat house facility are permitted.**

1. The boat house is available on a first come first serve basis. Reservations can be made up to 60 days in advance.
2. The boat house is available for use from 0600-2200 on the date requested.
3. Customers are authorized to use the boat house facility **ONLY** on the date agreed upon.
4. Please advise Outdoor Recreation at 805-606-5908 if you are unable to utilize the boat house on your scheduled date.
5. Guests will keep all gates closed while not in use. **All gates must be closed after each vehicle or group passes through.** If gates are found to be open, access privileges will be revoked.
6. **Customers will NOT lock the gate during daylight hours.**  
*(VAFB Security Forces lock and unlock the gate to the boat house/boat dock daily at dawn and dusk).*
7. Fires are prohibited. (Excluding in BBQ pits)
8. Customers must be in possession of this letter at all times and will present it upon demand to any inquiring Law Enforcement Officer. If you are directed to evacuate the boat house are by any Law Enforcement Officer, you must do so via the most expedient route or as directed.

9. Access to the boat house may be restricted at any time due to mission requirements and other unforeseen circumstances beyond our control. You will be notified if any conflicts arise that restrict access as soon as possible.
10. The boat house does have running water and working bathrooms. The boat house and bathroom must be clean and locked upon your departure.
11. Official function reservations take priority on a case by case basis

Point of Contact Signature and Date: \_\_\_\_\_

30 FSS/FSWO Signature and Date: \_\_\_\_\_