

**Picnic Shelter Reservation Application**  
**West Virginia Division of Natural Resources**

PLEASE COMPLETE AND RETURN TO PIPESTEM

PIPESTEM RESORT STATE PARK  
P.O. Box 150  
Pipestem, WV 25979  
304-466-1800 or 1-800-CALL-WVA

**Group Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Reservation By:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Deposit Due Date** \_\_\_\_\_ (Any deposit which has not been received by due date will result in reservation being cancelled without notice. A ten day period will be given to submit payment after reservation is made.)

**SHELTER INFORMATION:**

- Size: 20' X 40' (800 sq. ft.) with electric and water.
- Cost: \$110.00 plus \$6.60 tax = \$116.60 (Friday, Saturday, Sunday and Holidays)  
\$ 80.00 plus \$4.80 tax = \$84.80 (Monday through Thursday)
- Reservations may be made two years in advance beginning with the first day of the month for which the shelter is being rented.
- Shelters are available on the first-come, first served basis.
- Shelters are available on a daily basis only; no half-day rentals. Rental begins at 6:00 am and ends at 10:00 pm, with exception of Shelter A. (Please see note below.)
- Fires may be lighted in grills only.
- All people are subject to the Rules and Regulations of the Division of Natural Resources. Parks and Recreation. Any person or group of persons may be evicted for failure to conform to these and other area regulations and all fees will be forfeited.
- Shelters may be reserved from April 1 to October 31.

**Cancellation Policy:**

If notice is given 30 days in advance of the date reserved a refund will be granted, except for a \$20.00 handling fee. In the case of a cancellation received less than 30 days before the date reserved, no refund will be granted.

**Shelter Reserved:**

**Date:**

\_\_\_\_\_ **Shelter A (Amphitheater Area)**

(NOTE: This shelter must be vacated by 6:00 pm on Friday and Saturday rentals only. This will be effective only from the Friday prior to Memorial Day through Labor Day.)

\_\_\_\_\_ **Shelter B (Canyon Rim Area)**

\_\_\_\_\_ **Shelter C (Golf Clubhouse Area)**

I understand that I am responsible for any damages to the shelter or grounds caused by those in my group and for the actions and safety of persons using the shelter.

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Street:** \_\_\_\_\_ **Phone: (H)** \_\_\_\_\_ **(W)** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

Make check payable to Pipestem Resort State Park

**Statement of Policy regarding the equal opportunity to use facilities and participate in programs.**

"It is the policy of the West Virginia Division of Natural Resources to provide its facilities, accommodation, services and programs to all persons without regard to gender, race, color, age, religion, national origin or disability. Proper licenses, registration and compliance with official rules and regulations are the only sources of restrictions for facility use or program participation."

" The West Virginia Division of Natural Resources is an equal opportunity employer."