



SHELTER RESERVATION PROCEDURES

La Crosse County offers shelter house reservations for public use in three County parks. Each shelter includes electrical outlets, volleyball net, and an open grill. Vault toilets are located near each shelter. The shelter and its immediate surrounding area can accommodate a maximum of 150 people. If the group size is larger than this amount, one shelter is not large enough and other arrangements need to be addressed.

RATE:	County Resident:	The rental fee for a shelter is \$70.00 plus tax.
	Non-County Resident:	The rental fee for a shelter is \$75.00 plus tax.
	Youth organizations:	The rental fee is one half the regular fee for rentals Monday – Friday.
SEASON:	May 1 st through September 30	
HOURS:	8:00 a.m. to 10:00 p.m., Monday – Sunday	
LOCATION:	5 shelters:	Goose Island Park, W6488 County Rd. GI, Stoddard, WI
	4 shelters:	Veterans Memorial Park, N4668 County Rd VP, West Salem, WI
	1 shelter:	Neshonoc Park, W3373 State Road 16, West Salem, WI

- Reservations are accepted at the County Facilities Department beginning the first working day of each year during regular business hours.
- On the first working day of the year, reservations are accepted in person only.
- Must be at least 18 years of age to make a reservation.
- Reservations require payment in full at the time of reservation.
- After the first working day of the new year, reservations can be made in person, by phone or online.
- Reservation must be secured at least 7 days prior to use via the online system. Reservation requests less than 7 days must be made through the Facilities office and are handled on a case by case basis.
- All users of park facilities must agree to abide by the **Park Rules and Regulations** (Chapter 19 of the La Crosse County Code of Ordinances.)
- One (1) Volleyball and One set of (4) Horseshoes are provided in the shelter for use during the rental. Failure to return items and secure shelter after use may result in charges for replacement of equipment, up to and including replacement and shipping costs.
- Cancellation Policy: No refund if cancellation request is received less than 14 days prior to date of use. A partial refund (50% of fee) will be issued for cancellations received 14 days or more prior to date of use.

The County Facilities Department is located in room 1800 of the Administrative Center, 212 6th Street North, La Crosse, Wisconsin. Office phone number is (608)785-9770.

La Crosse County reserves the right to refuse a shelter reservation for any activity it feels is not in the best interest of the County.

Online reservations: <https://webtrac.lacrossecounty.org/>

Our website: www.lacrossecounty.org

Our email: facilities@lacrossecounty.org

Our Facebook: facebook.com/LaCrosseCounty/