

Sherwood Forest Campground

Permanent Camper License Agreement

Permanent camper agreements must be signed, dated, deposit paid, and returned before October 15th with deposit to be registered for the following season.

Site Number: _____

Site occupant information:

Name: _____ Spouse/partner: _____

Phone: _____ Alternate phone: _____

Email: _____ Alternate email: _____

Email will be used for communications about the campground, important dates, reminders, etc. only.

Emergency contact information:

Name: _____ Relationship: _____

Emergency contact phone number: _____

Camping unit information:

Year: _____ Make: _____

License plate: _____ Expiration: _____

Camping unit insurance information:

Company name: _____ Policy number: _____

Agent name: _____ Agent phone: _____

It is the responsibility of the camper to keep all information current.

ADDITIONAL RULES, REGULATIONS, AND GUIDELINES GOVERNING SHERWOOD FOREST CAMPGROUND

In addition to and pursuant to the authority granted by Section 31-3-1 of the Revised Code of Ordinances of the City of Hillsboro, Illinois, the following rules, regulations, and guidelines are hereby established by the Commissioner of Public Property and shall govern the use of the Sherwood Forest Campground.

- No person shall allow any unreasonable noise or music emanating from his site to disturb the peaceful enjoyment of other campers.
- Quiet hours are from **10:00 P.M. until 8:00 A.M.** every day, including weekends, but excluding special events approved by the Commissioner.
- Vehicles and boat trailers may be parked only on the camper's assigned site. A boat parking area will be provided for boat trailers that do not fit on a camper's site, and such boat trailers must be parked in this area.
- Campsites are to be kept free of trash, bottles, cans, and all other garbage, refuse, and rubbish. All such items are to be placed in plastic bags and placed in a dumpster and the dumpster lids closed. "Dumpster diving" is not allowed.
- Only garbage, refuse, and rubbish generated by use of the campsite is allowed to be placed in dumpsters. Electronic items, paint, batteries, furniture and other oversized items, landscape waste, chemicals, combustible materials, and hazardous materials may not be put in dumpsters, and those found to do so may lose camping privileges. Campers are encouraged to call the Parks Department office at (217) 532-6778 with any questions on this issue.
- Seasonal campers shall be responsible for mowing their sites and keeping any graveled area on their assigned sites free of grass and weeds. For mowing purposes, seasonal campers must bury all power cables (other than primary power cord), television cables, satellite cables, and other cables that are on or cross another's site. The City of Hillsboro is not responsible for damage to buried items. All clotheslines must be taken down when not in use. Nothing shall be driven, dug, or placed deeper than 8" without prior approval for the safety of the user and buried utilities. If the campsite grass or weed height becomes excessive and you are contacted, the matter must be attended to within 7 days. If the matter is not resolved within 7 days, the site will be mowed and you will be assessed a \$50 (per occurrence) fee.
- Recreational vehicles made by a manufacturer are allowed.
- The addition of landscaping timbers or gravel on campsites, or of any other modification to the state of a campsite must first be approved by the Commissioner of Public Property. All modifications, improvements, decks, satellite posts, or changes to electrical hookups must be approved in advance by the submission of the Campsite Modification Form (available from campground host or on the City's website).
- Decks cannot exceed 40 sq. ft. and must be constructed of pressure treated lumber.

- Deck or stair posts cannot go into the ground
- Elevated decks and steps shall have secure railings/handrails with a 34-38" height, with a maximum of 4" between balusters. Solid side panels are not permitted. Steps may be kept in natural color or stained in tones of brown. All other paint colors are prohibited.
- All rock or gravel MUST be bordered with pressure treated landscape timbers or 4 x 4 posts.
- All permanent modifications to sites such as rock, timbers, electrical upgrades, additional connections, etc. become the property of the City of Hillsboro once installed.
- There shall be no refrigerators, ice boxes, or freezers of any kind or style larger than 4.0 cubic feet outside of campers.
- All outside containers or storage sheds must be manufactured of PVC, plastic, or similar material. No wood, metal, or constructed buildings or outside containers are allowed. No outside container or storage shed may exceed 300 cubic feet.
- No more than 2 any combination of refrigerators, ice boxes, freezers, outside containers, or storage sheds shall be allowed on any single site, and only 1 container or storage shed of more than 85 cubic feet or more is allowed.
- There shall be no swimming pools, water slides or hot tubs of any kind permitted at any campsite.
- Firewood shall be stacked at least six inches above the ground or otherwise in compliance with applicable state regulations.
- The City will make reasonable efforts to provide water, electricity, and wifi during the regular camping season, but availability is not guaranteed. Dry camping may be made available from November through March.
- There shall be no burning of leaves at any time, except by City personnel. Leaves and other landscape waste may be placed in paper bags and placed at the roadside at the camping site. Notify the camp host or call the Parks office and the bags will be picked up by City personnel. No landscape waste is allowed in plastic bags.
- All pets must be on a leash and under control at all times. They are not to be secured to any trees in any way. Pet owners are to clean up after their pets at all times. Pets are to be kept inside the trailer at night or at any time they are left unattended. Pets shall be up to date on all vaccinations and be able to provide proof of vaccination upon request. The pet owner is liable for any bites or damage to property that may occur.
- Trees are not to be cut, nailed into, or damaged, except by City personnel. Also, public area plants and flowers are not to be cut, except by City personnel. Planting of trees is allowed with prior approval. Unauthorized marking of trees for removal is prohibited and may result in the loss of your campsite without a refund.
- Campers shall be responsible for their guests (including children) at all times.

- Tarps or tarpaulins shall not be utilized as a roof on any mobile home or camper and may only be used for temporary repairs not exceeding 10 days, unless otherwise approved by the Commissioner in cases of extreme hardship.
- Any tarp or tarpaulin or cover utilized at any campsite, not including tents, is to be tan, gray, or natural wood color. Blue tarps are prohibited.
- Signs, banners, and flags, other than those placed or erected by the City or other government agency, are prohibited on campsites. This prohibition extends to any device, display, or structure that is visible from a public place that has words, letters, figures, designs, symbols, logos, illumination, or projected images, regardless of whether the sign, banner, or flag is constructed of cloth, canvas, vinyl, paper, plywood, fabric, plastic, or other lightweight material; regardless of whether permanently installed in the ground or permanently affixed to a building or structure; regardless whether attached on one side to a flagpole and designed to flow in the wind; and regardless of whether applied to or suspended from the exterior or interior of a window if its message can be read from a public place.
- Fires will be permitted only in a fire ring or an enclosed area constructed of materials such as brick or stones in a ring to guard against hostile fires. Fires shall not be left unattended and must be cool to the touch when unattended.
- Campfires must be at least 15 feet away from mobile homes, tents, vehicles, firewood, or other flammable objects, unless otherwise provided in writing by the Commissioner of Public Property.
- Burning of trash of any kind in campfires is prohibited.
- State law prohibits dumping of gray water on ground or into a ground pit. All gray water must be put in a dump station. Anyone determined to be in violation of this provision will be removed from the campground permanently.
- Riding of bicycles in other campsites is prohibited. Bicycles must remain on designated roadways or paths and must travel in the same direction as other vehicles on said roads or paths. No bicycles may be operated after sunset in the campground at City Lake Park.
- Non-highway vehicles in compliance with the Illinois Vehicle Code and Hillsboro Ordinance 1618 shall be permitted only with the current year's sticker affixed to the vehicle.
- All City ordinances are applicable in the campground.
- There shall be no refund on camping fees, except in cases of extreme hardship as determined by the Commissioner of Public Property.
- The City of Hillsboro reserves the right to refuse service to anyone.
- Convicted Sex Offenders are not permitted as permanent campers at Sherwood Forest Campground. Should a permanent camper be discovered to be a Convicted Sex Offender, the agreement will be terminated without a refund.
- Campers are not permitted to move from the assigned site without approval from the campground host and in accordance with the applicable moving policy. Campsites are not transferrable from one camper to another and may only be occupied by the

signers of this agreement or members of their immediate household. Camping units that sell during the camping season must be removed from that site; purchasers are not allowed to use the prior owner's campsite.

- The shower rooms and the Pavilion provided by the City are designated as "No Loitering" areas.
- The playground at the City Lake Park campground shall be closed from sunset to sunrise, excluding special events approved by the Commissioner, and shall otherwise be subject to such rules as may be posted by the Commissioner of Public Property from time to time.
- Only **one (1) City picnic table** is permitted per campsite, unless permitted otherwise by campground host and for only a limited period of time. Picnic tables provided by the City of Hillsboro shall remain in a natural pressure treated wood condition unless coated with approved primer and paint provided by the City of Hillsboro. Painting of picnic tables with any other coating or covering with plastic (except use of a temporary tablecloth) is prohibited.
- The consumption of Adult Use Cannabis is not legally permitted anywhere in the Hillsboro lakes parks recreational areas per 410 ILCS 705/10-5.
- The campground host, if any, shall have the authority to enforce the above-stated rules, regulations, and guidelines; shall assist in the campground events that are planned in conjunction with third parties; and shall have the authority to designate people during said events to help park campers and to move picnic tables and fire rings.
- These rules, regulations, and guidelines may be updated at any time.

End of the season:

A: All campers, boats, and trailers that have not paid for winter storage or deposit for the following year must be removed by October 31st.

B: No mowers, golf carts, batteries, etc. shall be left during the off season.

C: Shelter covers must be removed, but frames may be left in place.

D: Campsites shall be left in neat and orderly condition with appliances, temporary fences, grills, smokers, chairs, swings, etc. taken home or placed inside of the camper (with paid winter storage).

E: One outside container of less than 85 cubic feet may remain after October 31st without any additional fee. Any container equal to or greater than 85 cubic feet that remains on the site after October 31st will result in the same winter storage fee charged to trailers less than 16'.

Fees:

Payment of fees may be made at the Camp Host Office (April 1-October 31 from 8am to 5pm) or in person City Hall at 447 S. Main St. or by visiting the City's website at <https://hillsboroillinois.net/permits-fees/>.

There is a \$25 fee for returned checks. The balance due plus the bad check fee is to be paid by cash or money order.

- Camping fees are for **one (1) camper**; additional campers or occupants of additional tents must pay additional fees. A tent for children under the age of **sixteen (16)** accompanied by an adult is the only exception to this rule.
- **Pre-Registration.** Seasonal campers (those who stay **April 1 – October 31**) must pre-register and make a prepayment of **One Hundred Dollars (\$100.00)** by **October 15** to reserve their site for the next season. IF payment is not made by October 15, then a \$50 late payment fee will be assessed to the seasonal camper. After a period of 5 calendar days has passed, if payment is not made, the site will be forfeited and the seasonal camper will not be able to pre-register for the next camping season, and their site will go into the lottery to be drawn by another camper. This prepayment shall be applied towards the next year's seasonal fee and is non-refundable.

Late Fees:

- **Seasonal Campers.** Camping fees are due by **March 15** each year. Payment may be made in **two (2)** installments, by paying one-half of the total fee by **March 15**, and the balance by **June 1**. If the minimum payment is not received by **March 15**, the site will be forfeited, and the camper will not be allowed to move in on April 1. If the total fee is not paid by **June 1**, the site will be forfeited, and such camper will be charged monthly fees for the remainder of the year until checked out.

Move Procedure:

Permanent Campers at Sherwood Forest Campground have the opportunity to move to other sites as they become available by non-renewal. A "Move List" list has been established. If a permanent camper wishes to consider available sites, let the camp host or City Hall know and you will be added to the "Move List". Those on the list will get the opportunity to choose to move (or stay on the list) starting at the top of the list each procedure. There will be a move procedure before each season (usually two to three weeks in advance of April 1st). A mid-season procedure may be conducted if there are enough vacancies to warrant one. A courtesy notification call may be attempted, but is not guaranteed. It is the responsibility of the camper to learn the date(s) of move procedures. Additionally, the camper on the move list can either be present for the procedure or choose a proxy to act on his/her behalf. The camper on the move list must either choose an available site or state that they'd like to stay on the list. If neither wish is communicated, the camper will be removed from the list. The list will be performed starting at the top and go down until available sites have all been selected or the list has been exhausted. Sites that are selected are assumed "as is". Upgrades in electrical service, site configurations, etc. are not to be assumed or guaranteed.

Permanent Camper License Agreement

1. I have read, understand, and agree to all terms and conditions of this agreement.
2. I have been provided with a copy of the Sherwood Forest Campground Rules and Regulations, approved by the Commissioner of Public Property and/or by the City Council, and I will comply with any updates thereto.
3. I acknowledge that the City of Hillsboro has the absolute right to terminate this agreement and remove my property from the campsite if I breach any term of this agreement, including non-payment of the fees or for any violation of any ordinance, rule, regulation, or guideline, and that my right to camp may be revoked at any time for actions which are deemed detrimental to the proper management and operation of the campground.
4. I hereby release the City, campground, management, officers, and employees of all liability for the loss or damage to the property of myself, users of the site, and my guests and visitors, and for injury to myself, users of the site, and my guests and visitors while on the campground premises; furthermore, I agree to indemnify and hold harmless the City, campground, management, officers, and employees against claims resulting from the loss or damage to property or injury to the person of myself, users of the site, and my guests and visitors while on campground premises, provided that the loss, damage, or injury is not caused solely by the negligence or intentional acts of the City of Hillsboro, management, officers, or employees.
5. If the campground is required to start legal proceedings to enforce or recover from the breach of any term or condition of this seasonal agreement, I agree that I will be liable for all costs incurred City of Hillsboro, including actual attorney fees.
6. I understand as a seasonal camper it is my responsibility to inform users of my site and my guests of the campground's policies, rules, regulations, and guidelines and that I will be held accountable and liable for any action arising from my camping party visitors.
7. This Permanent Camper Agreement, any attachments or documents referenced, contains the entire agreement, and all other understandings, statements, and promises merged herein. The agreement is severable; if any part is deemed invalid or unenforceable, all remaining parts will remain in full force and effect.

Permanent Camper Signature

Date

The City of Hillsboro will keep the first and last page of this document. The other pages with rules and information should be returned to the camper for reference.