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## Gone West RV Park Group Reservation Policies

### Group Reservation Summary

- Group reservations can be made for booking 3 or more sites, each site with a two-night minimum.
- Group reservations, changes, and cancellations must be made directly with Gone West RV. Individual reservations can be made online at [www.gonewestrv.com](http://www.gonewestrv.com) up to 6 months in advance.
- A group reservation requires one person to be the Group Reservation Coordinator.
- The Group Reservation Coordinator is responsible for managing these reservations and either paying, cancelling, or changing reservations as needed.
- The Group Reservation Coordinator is responsible for coordinating and communicating with your group and with Gone West RV taking appropriate action by key dates that trigger different cancellations and/or refunds and is ultimately responsible for all final payments or cancellation fees.
- Group Reservation Coordinator is responsible for ensuring individuals within this reservation are aware of and abide by the Gone West RV Terms and Conditions, including check in and out times, quiet hours, and other park policies.
- Group reservation site fees vary upon site type, date and length of stay, ask Gone West RV for estimated pricing.

### Group Reservation Changes and Cancellations

- Groups reservations can be penciled in over 6 months from the reservation date are held without any reservation payment or deposit.
- To hold a group reservation within 6 months from the reservation date, 30% non-refundable down payment must be made or the sites will be released. Full payment of sites can be made between 6 months and 1 month prior to arrival.
- Six weeks prior to arrival, the Group Reservation Coordinator will complete and submit the Group Reservation Site Details Form (below) to Gone West RV, including number of sites, length of stays, names/number of guests per site, and confirming payments.
- One month prior to the group reservation, full payment is required for all sites or they will be released.
- Payment for a Group Reservation must be made in one month in advance of the stay by the Group Reservation Coordinator or their designee.
- The Group Reservation Coordinator is responsible for managing these reservations and dates with their group and contacting Gone West RV to manage changes, cancellations, and payments within the group reservation.
- The Group Reservation Cancellation and Refund Policy below applies to the overall group reservation including any modifications made to the individual sites apart of the group reservation.
- **Group Reservation Cancellation and Refund Policy:** Group reservations cancelled or sites removed from the group reservation more than 30 days in advance of arrival will incur a fee of 30% of the reservation fee. Groups reservations cancelled between 14 – 30 days in advance of arrival will incur a fee of 50% of the reservation stay. Groups reservations cancelled between 7-14 days in advance of arrival will incur a fee of 75% of the reservation stay; or a Camp Credit in the full amount can be selected. Group reservations cancelled less than 7 days before arrival will forfeit a refund of any kind.

### Campground Information

Gone West RV Park  
108 West Owen St, Uniontown, WA 99113  
[www.gonewestrv.com](http://www.gonewestrv.com)  
509-780-9170 [info@gonewestrv.com](mailto:info@gonewestrv.com)

**Gone West Representative:**

**Signing Date:**

### Group Reservation Coordinator

By signing, I accept the responsibilities and policies stated above.

**Name:**

**Signing Date:**

**Address:**

**Phone:**

**Email:**

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**Group Reservation Coordinator Timeline Checklist**

**Date of Arrival:** \_\_\_\_\_

Date	Group Reservation Activity	Payment	Cancellation/ Refund	Sites Notes	Actual Date(s)
6 – 12 + months prior to arrival	Pencil in a 3-11 site group reservation	No payment/ deposit required	NA		
By 6 months prior to arrival	Hold a 3-11 group reservation	30% down or pay estimated full payment	Group reservations cancelled more than 30 days in advance will incur a fee of 30% of the reservation. A 70% refund will be credited to card on file.		
6-8 weeks prior to arrival	Group Reservation Coordinator provides final site details to Gone West RV. Gone West will prepare and email a final invoice to Group Reservation Coordinator or person of your choice for payment.	NA	Same as above		
1 month prior to arrival	Group Reservation Coordinator ensures final payment is made or sites will be released.	Full final payment is required for all sites	Same as above		
14 – 30 days prior to arrival	If group reservation cancelled or number of sites reduced	Sites are paid in full	A 50% cancellation fee will be charged. A 50% refund will be credited to card on file.		
7-14 days prior to arrival	If group reservation cancelled or number of sites reduced	Sites are paid in full	A 75% cancellation fee will incur. A 25% refund will be credited to card on file.		
Less than 7 days prior to arrival	If group reservation cancelled	Sites are paid in full	No refund		
Date of arrival	Group Reservation Coordinator provides site numbers for each group and checks groups in	Sites are paid in full	No refund		

### Group Reservation Site Details Form

Completed and returned to Gone West 6-8 weeks prior to arrival

Site #	Max RV Length	Name	# in Party	Check In Date	Check Out Date	# of Nights	Est. Base Price
Group Reservation Coordinator Completes							Gone West RV Completes

