

National Park Service  
Prince William Forest Park  
18100 Park Headquarters Road  
Triangle, VA 22172



## Group Cabin Camping Application

### Application Process:

- A \$25 non-refundable application fee is required with application.
- April 14 - November 5, 2023: Applications accepted October 1- December 1, 2022. Notification of reservations will be made by January 1, 2023.\*
- November 6, 2023- April 19, 2024: Available at Cabin Camp 5 only. Applications will be accepted after February 1, 2023 on a first come, first serve basis.
- There is a 2 night minimum rental on weekends.

\*Applications will also be accepted throughout the season once initial applications have been processed and groups have been placed.

Please send application and \$25 application fee to:

Prince William Forest Park  
ATTN: Cabin Camps  
18100 Park Headquarters Road  
Triangle, VA 22172-1644

Fax application along with Credit Card Form to:

(703) 221-4322

Completed applications may also be emailed to:

Ralph\_Marrantino@nps.gov

### Dates Requesting:

1st Choice: \_\_\_\_\_ to: \_\_\_\_\_  
Arrival Date (mm/dd/yy) Departure Date (mm/dd/yy)

2nd Choice: \_\_\_\_\_ to: \_\_\_\_\_  
Arrival Date (mm/dd/yy) Departure Date (mm/dd/yy)

### Camp Requesting (*camp & camp capacities listed on page 2*):

1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_

### Group Information:

Group Name: \_\_\_\_\_ \*Group Tax ID#: \_\_\_\_\_

\*In accordance to the Debt Collection Improvement Act of 1996, Federal Agencies "shall require each person doing business with that agency to furnish to that agency such person's Taxpayer Identifying Number."The Taxpayer Identifying Number (TIN) shall be used "for purposes of collecting and reporting on any delinquent amounts arising out of such person's relationship with the Government."

Group Leader: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Telephone Number (daytime): \_\_\_\_\_ (mobile): \_\_\_\_\_

## Group Information:

Total Number in Group: \_\_\_\_\_ Does your group have any special needs? : \_\_\_\_\_

Group Type (check all that apply):  Non-Profit  Youth (0-17)  Adults (18+)  
 Family  Scout  Church/Religious Organization  
 Wedding  Other: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Type of activities you have planned (check all that apply):  Archery  Live Music  Campfire  
 Swimming  Boating

\*Will there be alcohol on-site?:  Yes  No

\* If there will be alcohol on-site, you will be required to attain a VABC license and liability insurance.

### Grill Rental

\$25 per day:  Yes  No

Some activities require Special Use Permits or liability insurance.

You may be requested to provide more information or requested to apply for additional permits.

Wood may be supplied, in limited quantities.

## ALL CABIN CAMP RATES DO NOT INCLUDE THE \$20/VEHICLE ENTRANCE FEE INTO THE PARK.

Camp Choices:	Capacity	Price/night	Check-in	Check-out
Camp 1 (Goodwill)	205	\$725	1:00 PM	11:00 AM
Camp 2 (Mawavi)	149	\$675	4:00 PM	2:00 PM
Camp 3 (Orenda)	76	\$510	2:00 PM	12 Noon
Camp 4 (Pleasant)	200	\$700	1:00 PM	12 Noon
Camp 5 (Happyland) Apr 15- Nov 6	205	\$850	3:00 PM	1:00 PM
Camp 5 (Happyland) November-April	104	\$710	3:00 PM	1:00 PM

There is a \$50 per hour additional charge for early/late check-in and check-out if available.

Day Use rate is \$400.00. Day Use is from 8:00 AM to 5:00 PM.

The group leader must perform a check-in and check-out with a ranger or volunteer at the camp. If camp(s) incur any damage during encampment, the permittee will be sent a bill for damages. Violations of park rules and regulations will be reason for immediate revocation of the reservation and expulsion from the park. Permittee waives and releases all claims against the U.S. Government for any injury to persons or damage of property which may occur in connection with the use of the camp facilities.

## APPLICATIONS WILL NOT BE PROCESSED WITHOUT THE FOLLOWING:

- \$25 application fee (check or credit card)
- Copy of group leader's drivers license or other government issued ID (front and back)
- Signed completed application

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit applicant must be present at check-in and check-out.



Prince William Forest Park

**Credit Card Billing Information for Group Cabin Camp Payments**

Please mail or FAX to: Prince William Forest Park, 18100 Park Headquarters Rd., Triangle, VA 22172-1744 FAX 703-221-4322

**Group Name:** \_\_\_\_\_ **Encampment Dates:** \_\_\_\_\_

**Group Leader:** \_\_\_\_\_

**Name on Credit Card:** \_\_\_\_\_

Card Holder Authorization Signature: \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_

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

Telephone Number (home): \_\_\_\_\_ (cell): \_\_\_\_\_

Federal Taxpayer I.D. or Social Security Number: \_\_\_\_\_

**Amount to Billed to Credit Card:**

Application Fee: \$25 Grill Rental Fee: \$25

Rental Fees: \_\_\_\_\_

**Credit Card Information (please circle):**

American Express

Discover

Mastercard

Visa

Credit Card Number (xxxx xxxx xxxx xxxx): \_\_\_\_\_

Expiration Date (xx/xx): \_\_\_\_\_

Credit Card Security Code (last 3-4 digit number on back of card): \_\_\_\_\_

**For Agency Use Only**

Confirmation Number: \_\_\_\_\_

Prepared By: \_\_\_\_\_ Date Processed: \_\_\_\_\_

CC Authorization #: \_\_\_\_\_