

Eielson AFB
Outdoor Recreation

**Eielson, Valdez, and Birch Lake Military Recreation Area
Change/Cancellation/Responsibility Policy and Fees**

Requested changes to reservations will result in the following fees per item:

- * 15 days or more prior to the first day of occupation-free
- * 8-14 days prior to the first day of occupation - \$35
- * 7 days or less prior to the first day of occupation - no refunds

* **EXCEPTION TO THE RULE*** Outdoor Recreation does offer leniency to cancellations or changes requested under special circumstances. The only circumstances, under which cancellation/change fees will be waived; regardless of the amount of notice is those involving **MILITARY OBLIGATION** or **MEDICAL EMERGENCY**. Such requests must be accompanied by proper physical documentation (for Military obligation, a signed letter or memorandum from the member's squadron commander or flight chief; for medical Emergency, a doctor's note) and submitted to the Director of Outdoor Recreation employees for approval.

* **There will be no refunds given or cancellations allowed due to inclement weather, with the exception of a Small Craft Advisory issued by the Coast Guard for boats***

* **There will be no refunds given or cancellations allowed due to Fish Finder or GPS malfunctions on boats.** Each boat is equipped with a physical chart of the area. **There will be no refunds given due to docking boats prior to 7pm.** Boats are not equipped with fishing poles or down riggers. Customers **MAY NOT** drill holes into the boats to attach personal down riggers.

The person whose name the reservation falls under must provide Military ID at the time of check-in, and they must be present for the duration of the stay/use. If the point of contact is found to be absent, the item rented will not be issued to anyone else.

NOTE The reservation name must match the name on the Military ID of the person checking in. Reservations cannot be made for non-military members if the card holder will not be staying in/on Outdoor Recreation property. All occupants of Outdoor Recreation property must be in possession of a Military ID unless they are being sponsored by a Military ID cardholder.

I, the customer, am responsible for any damages or losses to any of Outdoor Recreation's equipment or property.

YOU HAVE 24 HOURS FROM TODAY TO MAKE ANY CHANGES OR CANCELLATIONS WITHOUT BEING CHARGED ANY FEES

By purchasing online through the Eielson Force Support WebTrac System and checking the box next to *I agree with the above* *, I acknowledge that I have read and understand the above stated policies and therefore agree to pay any fees incurred by changes, cancellations, damages, or losses.