



Reservation Request Form

Group Name			Group Status: Returning New		
Group Type (Select One):		Association	Family/Wedding	Org./Business	LARP-Live Action
		Church	School	Youth Org.	Other: _____
Group Representative (Primary Contact)				Phone Number	
				Ext.	
Mailing Address			Email Address		
City			State		Zip Code
What is the best time/day to reach you, should we need to clarify your request? We will only call during regular business hours, Mon-Fri, 8:00 a.m. to 5:00 p.m.					
Days of the Week			Time of Day		

Reservations open at 7:00 AM PST, 1 year in advance of the requested arrival date. Requests received prior to the official opening will be returned to the customer.

Send completed Reservation Request Form to Retreat.Centers@parks.wa.gov.

There is a 2-night minimum for reservations and no arrivals or departures may be scheduled on a government holiday.

May 1st – September 30th maximum stay is 7 nights; October 1st – April 30th, groups may stay up to 10 nights.

For more information about rates minimums, or facility amenities, please see <https://parks.state.wa.us/360/Retreat-centers>. You may also email to Retreat.Centers@parks.wa.gov or call (360) 902-8600.

Your request initiates the booking process *if the requested dates are available*. Completing the request form is not guarantee of booking. If booking occurs, an application will be sent to you by email for review, signature, and deposit. You will have 3 weeks to sign and pay the required deposit to avoid forfeiture of your requested dates.

RESERVATION REQUEST

Facility Name

ARRIVAL		DEPARTURE		STAY DETAILS	
Day	Date	Day	Date	Number of Nights	Estimated # of Guests

Check here to request an application for: Alcohol Permit Archery Permit *(Archery Permits are permissible **ONLY** at the Camp Wooten, Cornet Bay, Moran, and Puffer Butte facilities.)*

Alternative Dates

- You may request alternative dates below. If your preferred dates are not available, staff will check for availability of your alternate dates.
- Please note, you may **NOT** select dates more than **ONE YEAR** from today.
- Use the Additional Information section below to provide additional details.

ARRIVAL		DEPARTURE		STAY DETAILS
Day	Date	Day	Date	Number of Nights

ARRIVAL		DEPARTURE		STAY DETAILS
Day	Date	Day	Date	Number of Nights

