



**PARK RESERVATION**

Department	Community Services	Policy No.	0340-65
Section	Parks and Rural Recreation	Date Approved by Board	May 13, 2021
Repeals		Board Resolution #	RD/21/05/12

Amended	March 31, 2022	Board Resolution #	RD/22/03/19 (31)
Amended	March 30, 2023	Board Resolution #	RD/23/03/05(30)
Amended		Board Resolution #	

Repealed		Board Resolution #	
----------	--	--------------------	--

**1. Purpose**

- 1.1 The purpose of this policy is to outline the allocation of campsites available to be reserved in advance, requirements of camping permit applicants when reserving and staying in reserved campsites, and conditions under which a camping permit fee may be refunded at designated Peace River Regional District Overnight camping parks.

**2. Scope**

- 2.1 This policy applies to:
  - a) Camping permit applicants.

**3. Definitions**

- 3.1 *Administration fee* means a fee charged by the Regional District in addition to the camping permit fee and online reservation fee (if applicable).
- 3.2 *Authorized personnel* means a person authorized by the Regional District to enforce or administer this policy.
- 3.3 *Camping Permit Fee* means the fees established under Schedule B of Bylaw No. 2450, 2021.
- 3.4 *Camping Permit* means a permit issued to authorize occupancy of a space in a PRRD Regional Park issued by authorized personnel under Bylaw No. 2450, 2021.
- 3.5 *Camping Unit* means a tent, truck camper, trailer, motor home or any other conveyance designed to travel on a highway and constructed, intended, or equipped to be used as a temporary living or sleeping quarters.
- 3.6 *Campsite* means a site in a Peace River Regional District Park designated for overnight camping.
- 3.7 *Reservation Fee* means a non-refundable fee charged by the online reservation service provider on each camping fee transaction.



**4. Policy**

**4.1 Allocation of Reserveable Sites**

- a) 80% of campsites will be available to be reserved by the public in advance (see Schedule A).
- b) The remaining 20% of campsites will remain first-come-first-serve.

**4.2 General Requirements**

- a) Reservations may be transferred with at least 24 hours' notice.
- b) Only a limited number of camping units are authorized in each site. Capacity limits of camping units are listed in Appendix A to this policy and on signage at the entrance to the campsite.
- c) Each additional camping unit present at a site will be required to pay the applicable camping permit fee for that site.
- d) Starting on April 1st of each camping season, reservations for campsites can be made up to 30 days in advance of arrival date.
- e) Reservation fees will be charged in addition to camping fees on a per order basis for all camping permit fee transactions.

**4.3 Refunds**

- a) Camping permit fees are refundable with five or more days' notice in advance of check-in. The day of check in and the day of cancellation are included in these 5 days (e.g., a person must cancel on Monday for check-in on Friday to be eligible for refund of camping permit fees).
- b) Reservation fees are not refundable.
- c) Regional District administration fees are only refundable in the event of campground closure by the Peace River Regional District.
- d) A \$10 administration fee will be retained by the Regional District per reservation in the event of a refund, regardless of the number of nights reserved.
- e) In the event of a campground closure by Peace River Regional District camping permit fees are refundable.
- f) If the park is closed and refunds are authorized to be issued refunds will be completed through the online reservation system within 14 days of loss or by cheque for cash payments within 30 days.

Affiliated Procedure	Reservation Procedure
----------------------	-----------------------



SCHEDULE A

BLACKFOOT PARK CAMPSITE CAPACITIES & RESERVATION STATUS

Campsite #	Campsite Type	Standard Capacity	Maximum Capacity	Reservable
1	RV – Powered	1 RV	1 RV	Yes
2	RV – Powered	1 RV	1 RV	Yes
3	RV – Powered	1 RV	2 RV’s	Yes
4	RV	1 RV	2 RV’s	Yes
5	RV – Powered	1 RV	2 RV’s	Yes
6	RV – Powered	1 RV	1 RV	Yes
7	RV – Powered	1 RV	1 RV	Yes
8	RV – Powered	1 RV	1 RV	Yes
9	RV	1 RV	2 RV’s	Yes
10	RV	1 RV	2 RV’s	Yes
11	RV – Powered	1 RV	1 RV	Yes
12	RV	1 RV	1 RV	Yes
13	RV	1 RV	2 RV’s	Yes
14	RV	1 RV	2 RV’s	Yes
15	RV	1 RV	1 RV	Yes
16	RV	1 RV	1 RV	Yes
17	RV	1 RV	1 RV	Yes
18	Tent	1 Tent	2 Tents	No
19	Tent	1 Tent	2 Tents	No
20	Tent	1 Tent	2 Tents	Yes
21	RV	1 RV	2 RV’s	Yes
22	RV	1 RV	2 RV’s	Yes
23	RV	1 RV	2 RV’s	Yes
24	RV	1 RV	2 RV’s	Yes
25	RV	1 RV	2 RV	No
26	RV	1 RV	2 RV	No
27	RV	1 RV	2 RV	No
28	RV	1 RV	3 RV	No
29	RV	1 RV	1 RV	No
30	RV	1 RV	1 RV	No
31	RV	1 RV	2 RV	Yes
32	RV – Powered	1 RV	2 RV	Yes
33	RV - Powered	1 RV	1 RV	Yes
34	RV - Powered	1 RV	2 RV	Yes
35	RV – Powered	1 RV	1 RV	Yes
36	RV - Powered	1 RV	1 RV	Yes



37	RV - Powered	1 RV	1 RV	Yes
38	RV - Powered	1 RV	1 RV	Yes
39	RV - Powered	1 RV	1 RV	Yes
40	RV- Powered	1 RV	1 RV	Yes