



Department of Public Works  
Parks Division

Donald J. Theisen, P.E.  
Director/County Engineer

John Elholm, CPRP  
Parks Director

### St. Croix Bluffs Regional Park Conference Cottage Use Agreement

An authorized group representative must sign the following **use agreement**. Please keep a copy and return it by fax or to the above address, with payment, within two weeks. A **confirmation letter** and **vehicle permit** will be mailed once payment and this agreement has been received.

#### CONDITIONS OF USE

- Please do not move the mahogany conference table. A table runner is available for social functions.
- If additional garbage bags or cans are needed, please notify the park staff.
- Please load the dishwasher and park staff will run it later.
- All furniture should remain inside the conference cottage.
- Please return furniture and equipment to their original location.
- Fireplace doors should be kept closed at all times.
- Do not gather firewood from the park. Extra firewood is located in the garage.
- The fire code prohibits open flame candles.
- Please use a phone card when making a long distance call.
- If you have any problems, please notify the office at St. Croix Bluffs, 651-430-8240. If no answer, call Lake Elmo Park Reserve, 651-430-8370.
- Please lock the deck doors before you leave and call the office.
- Rental hours: 8:00 a.m. until 6:00 p.m. Time changes must be pre-authorized.
- In case of emergency, dial 911.

**Management reserves the right to revoke use permits or assess damages.**

I, \_\_\_\_\_, representing \_\_\_\_\_ on \_\_\_\_\_  
*Authorized representative* *Company/Group name* *Date of rental*

**agree to the above conditions for use of the Conference Cottage at St. Croix Bluffs Regional Park. If the above conditions are not met and/or damage occurs to the facility and/or equipment, my company/group agrees to reimburse the Washington County Parks Division for the cost of cleaning/repair or replacement.**

\_\_\_\_\_  
*Signature of Authorized Representative* *Title* *Date*