



DELAWARE STATE PARKS

Cape Henlopen State Park Attn: Facility Manager
15099 Cape Henlopen Drive, Lewes, DE 19958
CapeReservations@delaware.gov

Welcome to Youth Group Camping at Cape Henlopen State Park!

YOUTH CAMP RULES AND REGULATIONS

We reserve the right to cancel any youth camping reservation at our own discretion.

- 1. Ratio of Youth to Adults is 4:1:** Youth Camping is limited to groups ages 17 (or High School age) & under. Any group over the 4 youths to 1 adult needs a written approval from management. Youth Groups **do not include** family groups or adult groups. **Adults' groups and family groups are prohibited and will immediately be asked to leave.**
- 2. Check-In Time:** Check-in is **2:00 to 3:00 p.m.** on the arrival date. Please confirm arrival time in advance with the Facility Manager. One adult group leader must arrive at the designated time to walk-through the facilities with a Park Representative. If no one arrives by the designated check-in time, the group will be charged a \$30.00 late fee. Groups who want to check-in before **2:00 p.m.** must request at the time the reservation is made. The Early Check-In Fee is equal to one dorm rental. *Early check-in subject to availability.*
- 3. Access to Youth Camps:** Groups will not have access to youth camp facilities/grounds for storage of food or equipment until their scheduled check-in time. Groups found in the youth camp area before their scheduled check-in time **will automatically** be charged the Early Check-In Fee of one dorm rental.
- 4. Check-Out:** Check-outs must be completed by **11:00 a.m.** on departure date. Park staff will come no later than 10:00 am to officially check-out of the youth camp. **Facilities must be fully cleaned, & all belongings removed once the check-out begins.** If the facility has been deemed unsatisfactory, **an adult** from the group must clean the unsatisfactory areas prior to officially checking out. At the end of the check-out, the facilities will be locked, & the group will not have access to the buildings. A late check-out fee of one dorm rental will be charged if check-out is not completed by **11:00 a.m.**
- 5. Canceling or Adjusting a Reservation:** A group may cancel its reservation in writing to the Facility Manager **60 days** prior to their arrival date and be refunded their deposit **minus a 20% deposit fee** for administrative services. Groups that cancel their reservation within sixty-days, forfeit entire deposit.

If a group wishes to decrease the number of dorms originally reserved, the group must notify the Facility Manager in writing **60 days** prior to their arrival. If notification is **not received prior** to the 60-day deadline, the group will be expected to pay for all dorms originally reserved. If a group wishes to increase the number of dorms originally reserved, they must inform the Facility Manager in writing prior to arrival. *An increase in dorms is subject to availability.*

- 6. Vehicle Passes:** Two vehicle passes per dorm will be issued at check-in; carpooling is recommended as parking is limited. Additional passes are \$10 each, additional parking is available in the playground area. Passes only grant access to Cape Henlopen State Park & will not be replaced if lost. Passes must be visibly displayed while in the park. Parking is only permitted in designated areas to prevent destruction of green spaces.

7. **Additional camping units (Tents, RV's, Pop-ups, Trailers) are not permitted in Youth Camps.**
8. **Smoking & Alcoholic Beverages are Prohibited** in Youth Camp areas.
9. **Pets:** Dogs and other pets are prohibited in the Youth Camp area.
10. **Moving Beds is Prohibited:** Dorms have a maximum capacity of 15 people & furnished with 15 beds. Additional people, beds, or the moving of beds from one dorm to another is prohibited by Delaware State Fire Codes. Extra beds including inflatable mattresses or sleeping bags are prohibited. Groups that violate this will be subject to immediate removal from the camp. Do not reposition the beds, there will be a fee.
11. **Daily Camp Cleanliness:** It is the responsibility of the group to keep Youth Camp facilities & grounds clean throughout their stay. This includes ensuring all trash is disposed of in the designated waste receptacles. *Cape Henlopen State Park is not liable for lost or stolen items.*
12. **Equipment Usage:** All equipment must be placed in its correct location upon check-out. If equipment such as brooms or dustpans are missing from a Youth Camp building, the group will be charged for replacement. The renting group is responsible for making sure all tables, chairs, cleaning supplies, and oven racks are in their correct place upon check-out.
13. **Unauthorized Cooking or Heating Equipment is Prohibited:** The Youth Camps include propane ranges, ovens, refrigerators, and freezers. Any additional cooking or heating equipment including but not limited to charcoal grills, propane grills, hot plates, space heaters, fans, etc. are prohibited in the Youth Camp buildings and grounds unless granted prior approval.
14. **Damages:** If damages occur to the equipment or facilities of Cape Henlopen State Park during the group's stay, restitution will be the responsibility of the group. No nails, tacks, hooks, screws, any type of hardware allowed to be installed in any Cape Henlopen State Park facilities including Youth Camps.
15. **Deliveries of Milk, Food, Etc.:** No park staff will accept any deliveries of milk, food, etc. A group member must be on site to receive these items. All deliveries must be scheduled after check-in time.
16. **Firewood and Campfires:** Firewood must be acquired within Sussex County, Delaware. Groups are not allowed to gather downed or decaying limbs or wood. Campfires must be contained within the designated fire ring at the Youth Camp.
17. **Quiet Time: 10:00 p.m. to 7:00 a.m.** Please respect all other park patrons
18. **Groups Must Remain in their Youth Camp area after Dusk.:** Groups planning after dark programs outside the youth camp areas, must complete a Special Use Permit with a \$250.00 fee one week prior to arrival date.
19. **Designated Areas:** Please stay on designated trails for the safety of the groups. Cape Henlopen has designated trails to access the ocean, bay, & other areas within the park. Do not plan activities off trail.
20. **Programs:** Educational Programs: All reservations for educational programs and walks call Seaside Nature Center (302) 645-6852. We suggest Ft. Miles Museum and Historical Programs to visit www.destateparks/Programs for information to schedule a day and time. Facility Manager can direct you to the correct department.