



Cincinnati Nature Center's Overnight Cabin Facility Rental Policies

Reservations

- Person making reservations must be at least 18 years old.
- Children under 18 must be accompanied by an adult.
- Payments accepted: Visa, MC, Discover, American Express, Check, cash. A \$25 fee will be charged for all returned checks.
- The rental facility is reserved for the exclusive use of the reserving group. The rental facility may not be opened to the public.

Check-In – 2:00pm

- Upon arrival at the Fernwood Shelter/Cabin area, please use the following code to retrieve the key for the cabin: **Cabin #1** – (closest to the entry path)
 - Black Key Box is located to the right of the front door – on the edge of the cabin
 - Pull down the black cover to access the keypad
 - Enter the code by pressing each number until you feel a small click
 - **1-2-4-6**
 - Turn knob above numbers halfway in direction of arrow
 - Pull grey keypad down while turning knob to reveal the gold cabin key (works best with two hands)
 - Unlock cabin door
 - Replace key immediately to keep safe
 - Keep cabin keypad code with you at all times – not the key.
- If you are unable to open the lock box, contact the front desk at (513) 831-1711 and a CNC staff person will arrive to help you enter.

Parking

- Please park at the preschool or the Guest House. If lots are full, you may park down the hill at the Groesbeck Estate – near the greenhouse.
- **THERE IS NO PARKING / NO CARS ALLOWED AT THE CABIN AREA.** Guests will need to carry their belongings to the cabin. You may unload near the Fernwood Shelter and then move your car.

Furnishings

- Each primitive cabin is furnished with 8 sets of bunk beds, sleeping 16 people in each.
- Each primitive cabin is furnished with 1 table and 6 chairs. You are encouraged to bring additional camping chairs.

Bedding and Towels

- No bedding or towels are provided.
- Beds are fitted with a mattress.

Bathrooms

- Restrooms and showers are located at the bathhouse, just a short walk from the cabins.
- The bathhouse has 4 stalls and 5 showers in both the men's and women's sections.

Lanterns

- We will provide you with 3 battery operated LED lanterns.
- There is a light on the outside of the bathhouse.

Trash

- A small trashcan will be in each cabin; however, no food waste shall be emptied into these cans.
- Trash cans at the bathhouse, Guest House and Fernwood Shelter are emptied by CNC on a regular basis.
- Recycling is strongly encouraged, and separate receptacles are provided for recycling.

Entry gate at CNC

- The entry gate is staffed daily from 7:00 am - 8:30 pm. If you leave the property and need to return outside of these operating hours, please use the following code to re-enter: #62219 - You will have 10 seconds to pull through once the gate lifts up.

Emergency Contact

- Between 9:00 am and 5:00 pm, should you have a special need, please call Visitor Services Front Desk, at (513) 831-1711.
- If you need to contact CNC after hours, please contact Tom Vogler at (513) 623-1038.
- **Please call 911 for an emergency that requires immediate assistance from the police, fire department or ambulance**

Checkout – 10:00am - Clean-up

- The Cincinnati Nature Center promotes “green practices” and requests you honor this principle by not using excessive disposable supplies. Make sure all windows and doors are closed before departing and leave the shelter/cabin in same condition it was upon arrival.
- Lock the cabin upon departure and return the cabin key to the lock box

Conservation, Fires

- A fire ring is located at the camp site.
- Firewood is provided.
- A bucket of water must be placed next to the fire ring when in use.
- All fires must be extinguished by 12 am.
- A grate for cooking is provided
- Cutting or chopping trees, limbs and vegetation, collection of natural materials and interfering with wildlife is **strictly prohibited**.
- Hunting, fishing or collecting is not permitted on any of our properties.
- Pond dipping permits for Matt's Pond may be obtained from the Visitor Services Desk.

Smoking

- **CNC is 100% Non-Smoking.** Smoking, e-cigarettes and/or tobacco use is not allowed anywhere on the property.

Picnicking, Trails, Pets and Noise

- Trail maps are available at the Rowe Visitor Services Desk and in the Kiosk by the main parking lot.
- Please remain on trails.
- Pets are not allowed inside any of the facilities unless they are service dogs.
- Dogs are permitted on trails if leashed and under control at all times.
- Pets are prohibited from wading in water.
- Please use bags provided at the Kiosk for waste removal.
- Noise or amplified sound must not disturb or interfere with any other activity outside the reserved area.

Severe Weather

- In the event of severe weather, please evacuate to the Shower House.

If there are any further questions before your arrival, please contact the Venue Rental & Event Manager, Julie Rotz, at (513) 965-3346 or email events@cincynature.org.

All Cincinnati Nature Center rules and regulations apply to rental areas.

Cincinnati Nature Center Staff may terminate, upon just cause, any occupancy at anytime without a refund.