



Welcome to the Manatee Cove Family Campground!

We appreciate your business and look forward to ensuring your stay with us is enjoyable. The following list is to ensure the campground is operated in a safe manner that is conducive to a military campground environment, fair to all guests. This list is not all inclusive but is in line with our policies and OI. Customers are encouraged to contact ODR for questions or concerns regarding the items listed below and/or not expressly addressed in this guide.

RULES

Check in procedures: Check-ins are permitted between the hours of 1000 and 1800. Customers will check out not later than 1100.

- Personnel eligible to rent a site must be 21 years of age or older with the exception of those on active duty.
- VHIC holder must register their ID at the SFS Pass and ID office. Non-registered VHIC holders and guests are not authorized use of the FamCamp.
- Customers are not authorized to enter a site without checking-in with the FamCamp host first.
- Customers must provide proof of current license, registration and insurance for all vehicles prior to site assignment.
- Customers arriving with a rental or Airbnb RV and/or rental car must provide a copy of the rental agreement.
- Customers loaning an RV or POV on a private basis must present a completed and notarized ODR Form Recreational Vehicle Loan Agreement.
- RVs will not be assigned to sites that do not safely accommodate all vehicles.
- ADA sites are assigned to guests with proper disabled veteran or standard ADA placard.
- **Guests:** Authorized guests are listed in DAFI 34-101, Table A2.2 when staying in the same RV or tent as the eligible sponsor. Additional or separate RV and tent sites will not be authorized under the sponsor's name.
- Guests 18 years or older must have a current installation pass issued by SFS for the duration of their stay with the sponsor. Renewed guest passes must be provided to ODR staff within 24 hours of site rental renewal. Guests without a current pass are not permitted in the FamCamp.

Space Available Site Assignment: If a higher priority guest arrives and requires a site, the last space available customer to have checked in to the campground will be given notice to vacate the campground not later than 1100 on the date the guaranteed stay period is complete. If the guaranteed stay period is complete the customer will be given 24 hours to vacate the campground.

Length of Stay: The maximum length of continuous stay or site rental in the campground is no longer than 180-days during a 12-month period and restricts individual stays/reservations to no longer than 120 consecutive days. At the end of the maximum stay or rental period, the customer's RV and all personal property must depart the installation for at least 30 days. The customer, regardless of

priority status is considered completely checked out of the campground with no return rights and will be treated as a new customer upon return.

No individual person, family unit, or individual RV shall be permitted to remain in the campground for more than 120 days, and subsequently, must vacate Patrick SFB campground/installation for a period of 30 days following any length of stay and/or after the 120-day stay limit has been reached unless they have attained an Exception/Waiver authority.

- Exception/waiver authority to stay more than 120 consecutive days is delegated to the Chief, Community Services Flight and is authorized if the occupancy level is under 70%. Requests must be submitted 30 days out from the 120 days and will be considered on a case by case. If approval is granted it will not exceed 180 days per 12 consecutive months per patron/RV, in accordance with DAF policy.
- Stays 50 days and less who have remained out of the campground for more than 72 hours will be allowed back into the campground but cannot exceed the 120-day limit.
- Stays 51 days or more and/or after the 120-day stay limit has been reached must vacate Patrick SFB campground for a period of 30 days.

Fees and Payment: Site rentals are not permitted for more than 30 days at a time.

- Site rental renewal payments may be made up to 24 hours in advance of the due date and not later than close of business on the last day of the site rental. It is the customer's responsibility to pay the rental fee on time. Host rounds are a courtesy.
- Customers departing early must inform the ODR/FamCamp office to receive a refund, if applicable.
- The economic benefit of the monthly fee is forfeited when the customer departs the campground before the 30 days is utilized.
- Active-Duty Reservations require a 50% deposit of the reservation fee at the time of booking. The deposit will be forfeited when the reservation is cancelled less than 72 in advance of the arrival date and for no-shows.
- Late fees will be assessed when site renewal payment is not received by close of business on the last date of the reservation.
- *Failure to pay as scheduled for a period of 5 days will initiate a report to the NAFAO office to proceed with the collection process. The site renter of record will be checked out of the assigned site and will not be permitted to return to the campground for a period of six months. The collection amount will be calculated at the daily rate, plus the late fee and will not cease until the renter has removed all personal items from the site.

Children, defined as those 17 years of age and under, shall reside with and be under the responsible care of their parents, legal guardian or sponsor for the duration of the site rental.

- Children 10 to 15 years of age are not permitted to use the community restroom, shower and laundry facilities or the community center without a parent, legal guardian or other authorized sponsor in the immediate vicinity of the facility and able to respond to calls for assistance.
- Children 10 years of age or younger must be under the visual supervision of a parent, legal guardian or caretaker authorized at least 16 years of age, at all times and throughout all areas of the campground. Supervision is defined

as direct line of site and able to immediately respond to calls for help or correct behavior that may result in injury to the children or others.

- Children six years of age or younger are permitted to use the opposite gender community shower and restroom facilities in the presence of a parent, legal guardian or caretaker.
- The conduct of children is the responsibility of the sponsor, and they will be held responsible for any damage, destruction or harm caused to property or personnel respectively. SFS will be notified immediately when a child(ren) is/are left unsupervised poses imminent and unacceptable risk to their safety or wellbeing.

Firearms: Per SLD 45 Installation Defense Plan (IDP) 31-1, paragraph g (1), the storing or introduction of a Privately Owned Firearm (POF) in the campground is prohibited. The only exception is for individuals who possess a valid Law Enforcement Officer Safety Act (LEOSA) credential who may retain one POF (handgun) for concealed carry purposes. Per paragraph g (11), these customers must comply with the requirements listed on the credentials.

Customers who have acknowledged being in possession of a POF and do not have a valid LEOSA credential will not be authorized to enter the campground without presenting an AF Form 1297 *Temporary Issue Receipt* from the Delta 45 SFS armory which is the only authorized POF storage location on the installation. A verbal statement of having stored the POF off the installation will not authorize entry into the campground.

Instruments or devices capable of propelling a projectile by compressed air, gases, springs, or other mechanical or physical means such as, but not limited to, a pellet gun, BB gun, bow and arrow, spear gun, crossbow, dart gun, blowgun, slingshot and throwing spear are not authorized in the campground. Customers found in possession of these items will be directed to depart the campground immediately.

Prohibited Vehicles and Vehicle Items:

- Vehicles, trailers, buses, or vans that have been converted aftermarket, manufacturing or modified for recreation vehicle use are not permitted in the campground regardless of identification on the registration or insurance paperwork.
- Truck or tractor trailers used for the purpose of commercial transportation are not authorized in the campground. Conversion of these vehicles with the presence of a fifth wheel for the purposes of hauling trailers carrying goods other than the personal effects of the passengers classifies the vehicle as a heavy truck, not an RV, and are not authorized.
- Trailers of any kind with the exception of trailer dollies, boats, and all-terrain vehicles are not authorized.
- A maximum of one POV is authorized on each site. A golf cart is considered a POV. Medical devices for those with a disability or medical condition are not considered POVs. A maximum of two motorcycles are permitted on each site in addition to one POV. All POVs are not permitted to be parked on the picnic pad or grass. Mirrors that protrude into the roadway must be turned in. The POV owner will be responsible for any damage caused by protruding mirrors.

Subletting: Customers are not permitted to sublet their assigned site or RV at any time.

Primitive Tent Camping:

Pop up camper trailers less than 13 feet in length are not permitted to use the tent area but may be assigned an RV site not more than 34 feet in length as identified on the official campground map.

Emergency Procedures: Customers will adhere to real-world emergency procedures to include severe weather, fire evacuation, sheltering in place, hurricane conditions (HURCON), force protection conditions (FPCON), health protection conditions (HPCON), active shooter, bomb threat and any other hazardous condition that places personnel in danger. Customers will not impede delta exercises for these emergency situations.

- **HURCON IV** (Hurricane Condition) The FSS Commander will issue an evacuation order. When the order is given, occupants will proceed to depart the installation with the recreation vehicle and all other personal belongings. Refusal to depart within the timeframe specified will result in Security Forces assistance.
- SFS will be contacted to perform a wellness check when a customer is reasonably suspected of being in their RV and has not responded to knocking on the door or phone calls for 24 hours.

Temporary Departures: Temporary departures are not authorized for the purpose of place-holding a site or storing an RV.

- Customers will physically sign out of the campground in the temporary departure log maintained in the campground office for departures more than 24 hours. The site will remain in paid status for the entire duration of the temporary departure. Please review Late Fee rule*
- Departing for an emergency situation requires an email/ phone call to the campground office within 24 hours of departure.
- Customers must provide a Power of Attorney for a trusted agent, that ODR staff can contact, naming the individual responsible for all of the customer's property while the customer is away. Trusted agent must have base access. ODR/FamCamp will not sponsor trusted agents.
- The customer/trusted agent when directed and within the timeframe given must be able to move the RV and other personal items from the assigned site. Failure to comply may prevent site renewal and non-permittance into the campground for a period of 12 months.
- All personal items must be neatly stored/secured under the customer's RV and assumes all risks associated with leaving personal items while away. The government is not responsible for any stolen or damaged items.
- During the peak season timeframe of 1 October to 31 March, temporary departures are not permitted for more than 14 days consecutively or more than 14 days in a 60-day period. Customers who will be away on a temporary departure on 1 Oct will not be permitted to renew their site rental past 15 October and must return to the assigned site not later than that date to do so. Customers who do not return by this date will be considered checked out of the campground and must remove all personal items not later than 1100 on 16 October. Late fees will be assessed in addition to the daily rental fee until all personal items are removed. The customer will not be permitted to return to the campground for 30 days.
- Active-duty personnel who must depart the campground for official business or temporary duty assignment for 30 days or more will temporarily relocate RV and all personal belongings to the temporary RV storage area in order to end the 120-day maximum stay and site rental. The assigned site will be made available upon return and the 120-day count will begin again.

Security and Property Protection: Customers may use personal surveillance cameras on their assigned site. The camera(s) line of sight is restricted to observe and record the assigned site area only. They may not point cameras to the East or in a direction which captures any portion the Delta's Flight Line at any time.

- Customers are not authorized to moor any watercraft to include boats on or alongside the campground shoreline.
- Reporting Personal Property Damage. It is the responsibility of the customers to report tampering, theft, damage or destruction of their personal property to SFS immediately upon witnessing or discovering the event.
- Customers will use the power outlets as directed on the power pedestal. The government is not responsible for damage to personal property as a result of overloading an outlet. The customer is responsible for damage to government property for negligent use.
- Open campfires are strictly prohibited to include tiki torches.
- Generators will have a functional muffler and a Ground Fault Circuit Interrupter (GFCI) device.
- Sewer hoses will have the lawful attachment needed to securely connect to the sewer outlet. Customers in violation will have 24 hours to correct the issue or will be directed to vacate.

Campground Standards of Conduct: Customers will remain mindful at all times of the campground's location on a military installation.

- Profanity, threatening and aggressive acts that may cause bodily injury and property damage will not be tolerated. The hosts, staff or management on duty will call SFS immediately for assistance.
- Inappropriate clothing, defined as those items that do not maintain a proper image in a family campground facility, is not permitted. Bathing suits are not considered appropriate attire for traversing through the campground or utilizing the campground community center. A minimum of a tank top, shorts and flip flops shall be worn at all times when the customer is outside of their RV. Clothing with offensive symbols, images or profanity is not permitted.
- Nudity, defined as the partial or full exposure of a sexual part of the body, is not authorized outside of the customer's RV or gender-appropriate shower area.
- Quiet time is designated daily between the hours of 2200 and 0700. Generators are not permitted during these hours.
- Television, computer gaming equipment and stereo volumes will be kept at a moderate level that does not disturb neighboring customer.

Campground Community: The Community Center, bathhouse and laundry area is for registered campground customers only.

- The community center will not be used as an alternate sleep by RV or tent camping customers.
- Customers assume all risks associated with campground kitchen use. Customers must remove all personal cookware, utensils, food and beverages.
- Customers are not authorized to use the ODR/FamCamp government mailing address for delivery of their personal mail.
- The campground is a tobacco-free zone. Permitted use of tobacco products, vapes and dip, are authorized only in the assigned site for customer. Customers will dispose of tobacco products safely and environmentally.
- Laundry facilities, washing machines and dryers are for clothing and linen items only. Pet beds and large bulk items are not permitted to be washed/dried in the provided washer and/or dryers. Customers will refrain from tampering with or handling another customer's items. Items left in the machine may be confiscated by the staff, inventoried and held in a secure location for up to 30 days and then disposed of.
- LED and incandescent lights white, yellow, green, blue are not permitted from dusk to dawn from 1 May – 1 Nov

- Propane containers, gas vessels, electronics, batteries, bulk items and furniture are not permitted to be put in or beside the dumpsters or left in any of the FamCamp facilities. Customers who violate disposal rules will be reported and may asked to vacate their site.
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Site Care and Maintenance: Customers will maintain an orderly site. Picnic pads will not be used as storage areas. Free-standing storage units are not permitted. Outdoor and recreational equipment will be stacked neatly alongside or under the RV and/or on the picnic pad. When not in use, grills will be kept on the picnic pad. Trailer dollies will be stored at the rear of the RV and tucked up under the RV as much as possible. Mats are permitted on the picnic pad and at the entrance(s) to the RV and will not overlap or be placed on the grass.

- Clotheslines and racks are permitted on RV and tent sites provided they do not infringe on an adjacent site or create an un-kept appearance.
 - Customers will bring to ODR's attention any negative impacts to their assigned site of plants, trees or any other type of foliage and will not attempt to prune, cut down or remove these items.
 - Gazebos are permitted over the picnic pad only. **Stakes will not be more than 24 inches long and no part of the item or tie downs will extend into neighboring sites.
 - Customers will not leave food and food scraps on the site, including in storage containers. Bird feeders are not authorized. Dumpster lids will be closed after depositing trash.
 - Holiday decorations are permitted on the site area. Extension cords will not be daisy chained and power pedestal outlets will not be overloaded. Decorations will not protrude into the roadway or neighboring sites**. Audible and light decorations must be turned off during quiet time hours.
 - Customers may display a maximum of two flags, and each will be in accordance with the Department of Defense (DoD) memorandum Public Display or Depiction of Flags in the Department of Defense, 16 July 2020. Flags will not be attached to government property including the grounds.
 - The RV placard issued at the time of check-in with the site renter's last name will be visible in the front window of the RV at all times.
 - Customers may lightly rinse their RV and POV with water and will refrain from scrubbing, pressure washing or using liquid detergents. Dry washing is permitted.
 - Customers will submit a request to the campground office for approval of maintenance/repair on their RV in the campground. Work that involves hazardous chemicals, working on the engine or removing large pieces of the RV is not authorized. If the RV is not operable and the work required to repair it is not authorized, the customer will arrange to have the RV towed to a repair shop off the installation. Maintenance and repair of a POV is not authorized in the campground.
 - All RVs and POVs in the campground must be roadworthy. Vehicles not roadworthy, have expired registration and insurance will not be authorized in the campground and/or will be directed to leave the campground.
 - RVs are not permitted to be skirted; tire covers are authorized.
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Pets and Service Animals: A maximum of two pets per site is authorized, to include pets who are housebound due to age or illness. If customers are found with additional pets, they will be directed to depart the campground or kennel their pets within 24 hours.

- Customers must provide a current hardcopy record of each pet's rabies certificate at check-in.
- FamCamp pet owners, while in the campground, the animal must be under control by use of confinement or physical restraint. Pets must be leashed and under the physical control of a person capable of preventing the animal from escaping. Maximum leash length is six feet. Owners must curb their animals in the right of way and

between the street and sidewalk. Pets will not be left outside unattended, regardless of confinement or physical constraint. The owner must be outside of the RV supervising (line of sight) the pet.

- Customers may not leave feces on another guest's site. Customers are required by law to collect any waste left by their animal. Waste must be picked up at least daily by the pet owner and disposed of in a dumpster or in the owner's personal trash. Trashcans located in the shower/restrooms, laundries or community center are not permissible to use for the discarding of animal waste.
- Pets are not allowed inside the shower/laundry facilities and community center with the exception of service animals.
- Pet runs/fencing is not permitted.
- Pets exhibiting aggressive behavior or running loose in the campground will not be tolerated and may result in the customer being directed to leave the campground immediately.
- Customers are responsible for the humane treatment of their pets. An owner suspected of abuse and/or neglect will be reported to SFS.
- In the event of extremely warm or cold weather, the community center will not be used to shelter animals.
- The campground policy for type of pet dog breed authorized complies with AFI 32-6000 Housing Management, 18 March 2020, paragraph 2.22. I. Customers will not be accompanied by dogs of any breed (including a mixed breed) that are deemed "aggressive" or "potentially aggressive", unless the dog is a certified military working dog that is being boarded by its handler/trainer with written approval of the Defense Force Commander or approval is obtained by the Commander in writing. For purposes of this policy, "aggressive" or "potentially aggressive" breeds of dogs are defined as a Pit Bull (American Staffordshire Bull Terrier or English Staffordshire Bull Terrier), Rottweiler, Doberman pinscher, and Chow and wolf hybrids.
- Prohibition also extends to other breeds of dogs or individual dogs that demonstrate or are known to demonstrate a propensity for dominant or aggressive behavior, to include the following types of behaviors: unprovoked barking, growling or snarling at people approaching the animal; aggressively running along a fence line when people are present; biting or scratching people; and escaping confinement or chasing people.
- Customers will not be accompanied by exotic animals such as, but not limited to reptiles, rodents (other than hamsters and guinea pigs), ferrets, hedgehogs, skunks, rats, raccoons, squirrels, potbellied pigs, monkeys, arachnids, any farm animal, birds of prey, exotic cats or any type of service animal (list is not all inclusive).
- Operating a commercial kennel or hobbyist breeding of dogs or cats is not authorized.
- Per the 2023 Americans with Disabilities Act (ADA) service dog laws, a service animal is a dog that is individually trained to work or perform tasks for someone living with a disability.
- Emotional Support Animals (ESAs) are intended to provide support for mental and emotional disabilities through companionship. ESAs are not authorized in addition to the two-pet maximum.
- The owner must maintain rabies vaccination and keep a current copy on file in the campground office.
- The owner must always maintain control of the service dog through voice, signal or other means of control. The animal will be constrained or leashed unless the owner's disability prevents them from using these items or the items interfere with the dog's ability to safely and effectively perform its tasks.
- The owner will be directed to leave the campground or kennel the service animal within 24 hours when the dog is out of control, not housebroken or exhibiting behavior that is threatening the health and safety of other customers.
- The customer is responsible for any damage caused by the customer or those person's or animals the customer is responsible for, service dog owners will be held responsible for any damage caused by their animal.

Current as of: 14 November 2024