



## RESERVATION CANCELLATION AND MODIFICATION POLICY CLALLAM COUNTY PARKS, FAIR & FACILITIES DEPARTMENT

### **CANCEL RESERVATION:**

1. Only the person whose name is on the reservation may cancel the reservation.
2. The reservation fee is non-refundable, no exceptions.
3. Reservation cancellations can be made online at [www.clallam.net/parks](http://www.clallam.net/parks)  
Cancellation requests may also be made via email to [ParksReservations@co.clallam.wa.us](mailto:ParksReservations@co.clallam.wa.us)  
Include the following information in your email request:
  - a. Name, address, and phone number
  - b. Park name, permit number, camping date(s), and campsite number
4. Cancellation refund will be affected by the date the cancellation is made.

Date of cancellation	Refund allowed
7 days or more before reserved arrival date	Camping fee will be refunded less a \$10 cancellation fee.
Less than 7 days before reserved arrival date	No refund, no exceptions.

5. Although cancelling a reservation less than 7 days prior to the arrival date will not provide a refund, it will be appreciated if a phone call was placed to the park to notify them of the cancellation. The park staff can then open the site for others to occupy.

### **MODIFY RESERVATION:**

1. Only the person whose name is on the reservation may modify the reservation.
2. The reservation fee is non-refundable, no exceptions.
3. All reservation modifications must be made by email. Email your modification request to [ParksReservations@co.clallam.wa.us](mailto:ParksReservations@co.clallam.wa.us).
4. Include the following information in your email request:
  - a. Name, address, and phone number
  - b. Park name, permit number, and campsite number
  - c. Original camping date(s) and, if needed, new camping date(s)
5. Modification refund will be affected by the number of days before the arrival date.

Date of modification request	Fee
7 days or more before reserved arrival date	\$10 modification fee
Less than 7 days before reserved arrival date	No changes or refunds are allowed, no exceptions. Must cancel and place new reservation.

### **RESERVATION NO-SHOW:**

1. An individual campsite reservation will be held until 12:00 noon the day after the reserved arrival date.
2. **Call the park if arrival at the campsite is expected to be delayed beyond 12:00 noon of the day after the reserved arrival date. If notification is not received the reservation will be canceled as a no-show.**
  - Salt Creek: phone 360-928-3441
  - Dungeness: phone 360-683-5847
3. No fees will be refunded for no-shows.