

MACON COUNTY CONSERVATION DISTRICT

3939 Nearing Lane

Decatur, IL 62521

217/423-7708

[www.maconcountyconservation.org](http://www.maconcountyconservation.org)

**Pavilion Reservation Information and Rules and Regulations**

1. Pavilion reservation information can be obtained by calling 423-7708, Monday through Friday, 8 a.m. – 5 p.m. A reservation application form can be picked up or sent you. Or you can go to our website and download a form.
2. Reservation fees may be paid by cash, check or credit card.
3. Reservation fee may be refunded if the District is notified at least one week in advance of reservation date. Reservation fee will not be refunded due to inclement weather.
4. The District will make only one reservation per pavilion per day.
5. All pavilions in all District areas may be reserved with the exception of Griswold Conservation Area small shelter and the Information Shelter at Rock Springs Conservation Area. These pavilions may be used any time during the area's open hours on a first-come, first-serve basis.
6. After the reservation has been scheduled a notice will be sent. At this time the fee is due unless previously paid in cash or by credit card. The reservation is confirmed when the fee is paid.
7. Reservations must be made a least one week (7days) in advance. If the reservation is made one week in advance and a notice is not sent due to time restraints, the fee will be payable as soon as possible at the District Business Office, located downstairs in the Rock Springs Nature Center. A reservation is not confirmed until the fee is paid.
8. Conservation Area Supervisors will receive a notice of the reservation and a card to be posted at the pavilion when the reservation is confirmed.
9. If a user requests firewood, a small amount of cut and split firewood (approximately 2' x 2' x 18" cube in size) will be delivered to the pavilion free of charge.
10. Inflatable play apparatus is not permitted in conservation areas.
11. Alcohol is not permitted in conservation areas.
12. The gates at all Conservation Areas close at sunset.
13. Place all food waste in trash cans. Do not throw food into lawn area or woods. This can be harmful to wildlife. Be sure any fires are out.