

River/ Lake Boat Reservations

Rental Information Sheet

Reservation Made Phone/Email _____ Reservation Made In House _____

Reservation will be processed after ALL paperwork and CONFIRMATION of Insurance is completed. All forms are required to be completed prior to making a reservation. Paperwork can be turned in person or email us at

773FSS.FSWO.ODR@us.af.mil

Customer Name: _____ Phone Number: _____

Address: _____ **DOD ID Number: _____

Branch: _____ Unit: _____ Rank: _____

Make/Model of Vehicle Towing Trailer: _____ License Plate of Vehicle: _____

Emergency POC: _____ POC's Phone Number: _____

(Someone that will **NOT** be with you)

Alternate Emergency POC: _____ Alternate POC's Phone Number: _____

(Someone that will **NOT** be with you)

I have proper insurance that covers the towing of a boat/trailer as referenced on page 2. 

Destination: _____

(See list of unauthorized destinations and Hwys before completing, See Page 3).

Route Plan: _____

Date Leaving: _____

Date Returning: _____

Individuals Accompanying You:

1. _____ 2. _____ 3. _____

4. _____ 5. _____ 6. _____

Customer Signature: _____

Office Use Only: Towing Vehicles Only

Size Up

Date: _____ License # and Type Vehicle _____

Correct Ball: Yes No

Correct Light Hook Up: Yes No

Name: _____

(Print Full Name & Initial)

(Signature)

PRIVACY ACT STATEMENT

AUTHORITY: 10 USC 8013, Secretary of the Air Force: Power and Duties; delegation by, and E.O. 9397. Positive Identification and location of individual (s). ROUTINE USES: Identification and location of individual (s) for purpose of administering and enforcing agreement/rental of equipment. Information furnished may be disclosed to and DOD component or part thereof, and, upon request, to other Federal, state, and local government agencies in the pursuit of their official duties. It may also be used for lawful purposes including law enforcement/litigation.

DISCLOSURE: is mandatory. Failure to provide information would result in non-rental of equipment. (_____)

Signature

River/Lake Boat Rental Rules

1. ODR requires a copy of your Alaska Boaters card before reservation. Without an Alaskan BOATUS.ORG Certification card customers will forfeit a reservation. Customers can go to www.boatus.org/Alaska to get their certification.
Int. ()
2. JBER ODR BOATING and TRAVEL RESRTICTIONS:
Boaters will not be operated on any of the following rivers, creeks, or their tributaries:
Eagle River, Ship Creek, Copper River, Gulkana River, Matanuska River, Knik River, 20 Mile River, Chitna River, Talkeetna River, Willow Creek, Yukon River, Placer River, Tanana River, and Ninilchik River. No tractor launching. Customers caught operating boats in unauthorized areas will have their rental privileges suspended or revoked. Boats cannot be launched from the Kasilof Recreation Area Boat Ramp located at ([60.315703, -151.258453](http://60.315703,-151.258453))
Int. ()
3. JBER boats are NOT ALLOWED outside the state of Alaska. Int.
Int. ()
4. The following roads/highways are OFF LIMITS: Denali Highway, Taylor Highway, Edgerton Highway, Dalton Highway (Haul Road) and Chitna to McCarthy Road. Traveling on dirt/gravel roads for a distance greater than 5 miles is prohibited. The short distance (5 miles or less) on dirt/gravel road is authorized for public access to state campground areas and/or boat launch.
Int. ()
5. River and lake boats are NOT ALLOWED be operated in salt water.
Int. ()
6. Customers must arrive and check-in during scheduled operating hours for proper equipment checkout at Outdoor Recreation, Bldg. 794 on ODR-R. Customers will be served first come, first served. Be prepared to spend up to 1 hour during equipment pick up for equipment checks. Required to arrive an hour prior to close of business to begin the checkout equipment process. All reserved items must be returned two hours before close of business and be properly checked in with an ODR staff member. Items cannot be left unattended or dropped off without proper check in with an ODR staff member and customer. It's your responsibility to know and check our hours. R eservations must be picked up and returned on the assigned date during business hours.
Int. ()
7. Personnel floatation devices (PDF) are required to be worn at all times while operating river and lake boats.
Int. ()
8. Accidents/damage: Customers must provide a written statement at the time of check-in describing the circumstances that led to the accident/damage. The statement must include the names and contact information of all passengers and any known witnesses to the incident, which a written statement from them would be very helpful.
Int. ()
9. Current insurance is required for covering the towing and use of the vessel to be rented. You will be held responsible for any damages to the rental items while in your care." Any damage amount not covered by the customers insurance remains the responsibility of the customer.
X_____ (Signature)
10. In the case of break downs and rescues, ODR does not have the responsibility to help in break downs or rescues, you will need to contact the local authorities in the area you are operating for assistance and the return of ODR equipment along with a report of the incident outlined in #8. ODR Will Not Be liable for contacting rescue services, rescue expenses, medical expenses, or repair expenses. This is the responsibility of the customer.
***** For Emergency help call 911*****
Int. ()

11. You are responsible for the cleaning of all issued equipment inside and out. Equipment returned dirty or muddy will be charged an additional fee for cleaning upon check in.

Int. ()

I agree with all Terms and Condition of this Rental Contract.

Signature: _____

Date: _____

Waiver of Liability and Hold Harmless Agreement

In consideration of the privilege of being permitted to participate in the following activity: Outdoor Recreation Center rental conducted, sponsored or organized by the 773dFSS Outdoor Recreation program and with full knowledge that said activities may be hazardous, I HEREBY:

- a)** VOLUNTARILY AGREE TO WAIVE LIABILITY AND AGREE NOT TO FILE A CLAIM OR SUE the United States of America, U.S. Armed Forces, its employees or agents, for any bodily injury, death, or damage to personal property that may be sustained as a result of participation in the above activities, excluding however those arising solely from the intentional misconduct of the United States of America, U.S. Armed Forces, its employees or agents.
- b)** VOLUNTARILY AGREE TO INDEMNIFY AND HOLD HARMLESS the United States of America U.S., Armed Forces, its employees or agents from all claims arising from any bodily injury, death, or damage to personal property that may be sustained as a result of participation in the above activities, excluding however those arising solely from the intentional misconduct of the United States of America, U.S. Armed Forces, its employees or agents;
- c)** IT IS MY EXPRESS INTENT THAT THIS AGREEMENT SHALL BIND my spouse, family members, heirs, and personal representative, if I am deceased.

Printed Name

Signature

Joint Base Elmendorf-Richardson Outdoor Recreation Equipment Rental Policies

1. I understand and accept the rental equipment as-is, clean, complete, in good working condition and free of any damage, other than what is so noted on the agreement, and agree to return the rental equipment in the same clean, complete, working condition, free from damage. X [redacted] (Initial)
3. I understand that upon return of the equipment, any equipment found to be unclean will be assessed a cleaning fee equal to 1 day rental. X [redacted] (Initial)
4. I understand that if any damage occurs to the equipment while rented, I will be subject to the following Air Force Instructions (AFIs) through information provided upon return of equipment and further investigation (if needed) to determine type/cost of damage and how customer's actions are defined by **AFMAN 34-202**. X [redacted]
4. I understand that loading/unloading of equipment and rental items is the responsibility of the renter. X [redacted]
5. I understand that I will be charged the daily rental fee listed for each night that I have the equipment checked out, starting on the checkout date. No reservation will be picked up early without payment for that night and renters must return the equipment on the final day of the reservation in order to accommodate time for the next reservation. This includes days the Outdoor Recreation Center is closed due to Federal holidays or normal hours of operation. A **late fee**, equal to the daily rental fee, will be charged along with the normal daily fee for each day the item is late. X [redacted]
6. I understand that all reserved items must be picked up during opening hours posted and returned no later than two hours before close of business for proper check out/in procedures. X [redacted]
7. You cannot cancel partial dates of your current reservation. Any changes will be considered a full cancellation of the reservation. See policy number 10 for cancellations. X [redacted] (Signature)
8. All reservations are paid in full at the time of reserving all ODR equipment. X [redacted]
9. There will be NO refunds for early returns of all reserved items. X [redacted]
10. I understand that full cancellations of an existing reservation must be made outside 7 calendar days PRIOR to the first day of the reservation to receive a full refund. Cancellations made within the 7 to 3 calendar days PRIOR to the 1st date of reservation will receive a 75% refund. Cancellations made within 48 hours, two (2) days, or less to the 1st date of reservation will receive a 50% refund. The customer who are trying to change their reservation will be given a refund based on the above statement in policy number 9 and be required to wait 48 hours (2 days) to be allowed to reserve the same or like items based on availability after the 48 hour wait period. The ONLY exception to the cancellation policy is emergency military duty with a written note from the Commander or a written doctor's note. X [redacted]
11. All other refunds are at the discretion of the Supervisory Recreation Specialist. Refund reviews can take 5-7 weekdays to be processed. X [redacted]
12. I understand that it is **required** for all customers renting a trailer to bring their tow vehicle to ODR-R (bldg. 794) one week prior to the reservation pick up date for inspection and fitting. I must demonstrate and I'm required to have knowledge of hitching/unhitching item. Failure to adhere to this policy may result in unsafe towing conditions and/or the inability to properly hook up the travel trailer and as such ODR holds the right not to **NOT** release the item until the vehicle is properly prepared. I assume full responsibility for the hookup, to include the tow hitch, ball and electrical wiring. **NO** refunds will be available if I fail to follow the instructions in this paragraph. X [redacted]

I have read and understand the above policies X [redacted] (Signature)

BLDG 4414 EAGLEGLLEN

ELMENDORF SIDE

SUMMER HOURS

Building 4414
Mon – Fri 1000-1800
Sat-Sun Closed
Closed all Federal
Holidays PACAF Days
1000-1400

(907)552-2023

BUILDING 794 (EQUIPMENT RENTAL)

RICHARDSON SIDE (PICK UP/RETURN)

SUMMER HOURS

Building 794
Mon-Fri 1000-1800
Saturday & Sunday 1000-1400
Closed all Federal Holidays
PACAF Days 1000-1400

(907)552-2022

Reservation can be made at either facility during operating hours.