

## RESERVATIONS

\*All items are issued strictly on a first-come, first-serve basis; Unless it is a Military Event on Langley Air Force Base.

## REFUNDS

Full refunds will only be made if the reservation is cancelled a minimum of 7 days in advance. Exceptions to this rule include: mission requirements, medical emergencies/emergency leave, or inclement weather. All refunds are subject to management approval.

## FEES & CHARGES

All fees are due in full upon receipt of the item. Cash, check, Master Card, Visa, or American Express are acceptable forms of payment. Prices are subject to change without notice.

## LATE FEES

A late charge will be applied if the equipment is not returned by the specified date and time. The user will be charged the daily rate each day until returned if not returned by the specified time. Please give the rental center a courtesy call if you have any extenuating circumstances, as this may avoid delinquent charges. Once an account becomes delinquent, every effort will be made to contact the borrower for the next 30 days. Collection action will be initiated if the items are not returned and/or the account is not settled in 30 days.

## CLEANING FEES

A second day charge (or 20% of total charges on bounce houses) will be added to all items not properly cleaned.

Additional charges will be added to cover the cost of repairs, replacement for destroyed, lost, or stolen items.

\*Certain high dollar items may be reserved up to one month in advance.

## MISSION STATEMENT

The Outdoor Recreation equipment rental center supplies items to be utilized during leisure time and recreational activities to boost the morale and welfare of its authorized users. A variety of items are available for loan/rental at nominal fees. The fees collected by the Equipment Rental Center are established to offset the expenses associated with the administration, maintenance, and purchase of items and revenue go towards the moral welfare fund.

## POLICIES & PROCEDURES ELIGIBILITY

Active duty military personnel and their dependents, retirees and their dependents, reservists and their dependents, DoD civilian employees are authorized to check out items. Family members other than spouses who wish to check out items must be at least 18 years old, unless a sponsor/parental authorization, AF Form 163, is on file at the equipment rental center. All authorized individuals are required to present a valid ID card before issue.

## CONDITION OF EQUIPMENT

Every effort is made to ensure that items are clean and serviceable prior to issue. It is the patron's right and responsibility to check the condition of each item before accepting the item. If any item has discrepancies, the patron should request the item be exchanged or annotate the receipt with the discrepancies and the condition of the item. After signing the receipt and departing the facility, it is the patron's responsibility to ensure all items are returned clean and in serviceable condition. Proper care and use by the patron must be practiced to prevent damage, destruction, or loss. Additional charges will be applied to cover the cost of repairs for damaged, destroyed, and replacement for lost or stolen items.



# LANGLEY OUTDOOR RECREATION



77 HOLLY ST, BLDG 222  
LANGLEY AFB, VA 23665  
757-764-7170 / 757-764-6510

MON - FRI: 0900 - 1700  
CLOSED: SAT, SUN, HOLIDAYS, DOWN DAYS

Ft. Eustis ODR 757-878-2610 / ext #2002  
Bethel Park / Fam Camp  
757-766-7627 / 757-766-3017



BOAT EQUIPMENT	DAILY FEE
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Canoe / Kayak	\$25.00
Life Jacket	\$5.00
Canoe / Kayak 6pk	\$180.00
TRAILER-ONLY	2PK \$25.00
	(1 7/8"x1) (2"x3)
	6PK \$30.00
	(1 7/8"x3) (2"x1)
Paddle Board	\$25.00

CAMP EQUIPMENT	DAILY FEE
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Coolers	\$7.00
Cot	\$10.00
4x8 Trailer (2"x1)	\$25.00
5x8 Trailer (1 7/8"x2)	\$30.00
5x10 Trailer (2"x1)	\$40.00
6x14 Trailer (2 5/16")	\$65.00
Water Jug	\$5.00
Truck Bed Extension	\$5.00
3-way Ball Hitch	\$5.00
	(1 7/8") (2") (2 5/8")

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Facebook Page: Outdoor Recreation - Langley AFB



MISCELLANEOUS EQUIPMENT/	DAILY FEE
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Appliance Dolly	\$8.00
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RV / STORAGE	FEE
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1yr Contract, billed every 6 months	(Less than 30 ft) \$660
	(Greater than 30 ft) \$720
50% Billed on January 15th and July 15th	

MARINA / WET SLIP	FEE
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1yr Contract, billed every 6 months	\$5 PER FOOT
50% billed on January 15th and July 15th	

MARINA / BOAT DRY	FEE
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1yr Contract, billed every 6 months	\$720.00
50% billed on January 15th and July 15th	

WINTER SPORTS	DAILY FEE
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Ski/Snowboard Sharpening	\$15.00
Ski/Snowboard Waxing	\$5.00
Snowboard	\$25.00
Snowboard Boots	\$10.00
Snowboard Package	\$30.00
Skis	\$20.00
Ski Boots	\$10.00
Ski Poles	\$2.00
Ski Package	\$30.00

**NO SAME DAY PICKUPS – RESERVATIONS ONLY**

SPORTS EQUIPMENT	DAILY FEE
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Bikes	\$20.00
Assorted Balls	\$2.00 (ea)
Corn Hole Set	\$15.00
Dunking Booth (2")	\$70.00

SPORTS EQUIPMENT CONT'D	DAILY FEE
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Volleyball Set	\$8.00
Tug-Of-War Rope	\$5.00
Horseshoe Set	\$4.00
Softball Glove	\$2.00
Softball Bat	\$2.00
Softball Set	\$8.00

PARTY ITEMS	DAILY FEE
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BBQ Grill (LG) (2"x2)	\$60.00
BBQ Grill (MD) (2"x3)	\$50.00
Folding Chair	\$1.00
Round Table 60"	\$8.00
Table 4 FT/6ft/8ft	\$4.00,\$6.00,\$8.00
Card Table	\$3.00
Buffet Table	\$3.00
Bounce House	\$150.00
Cleaning Fee	\$30.00

**\*DUE TO THE WEIGHT AND SIZE OF SOME BOUNCE HOUSES, A TRUCK MUST BE USED TO TRANSPORT.**

**\*\*NOTICE\*\***

**ALL ITEMS MUST BE RETURNED IN THE SAME CONDITION THE PATRON RECEIVED THEM.**

**NO DROP OFFS PERMITTED.**

**A SECOND DAY CHARGE WILL BE ADDED TO ITEMS THAT ARE RETURNED DIRTY. TABLES AND CHAIRS ARE NOT RESERVED UNLESS IT IS FOR A MILITARY EVENT ON LANGLEY AIR FORCE BASE.**