



CONNECTING PEOPLE WITH NATURE

Facility Rentals



S1 County Road K | Fall Creek, WI 54742

Phone/Fax: (715) 877-2212 | **Website:** beavercreekreserve.org

Friends of Beaver Creek Reserve is a 501(c)(3) non-profit organization.

Table of Contents

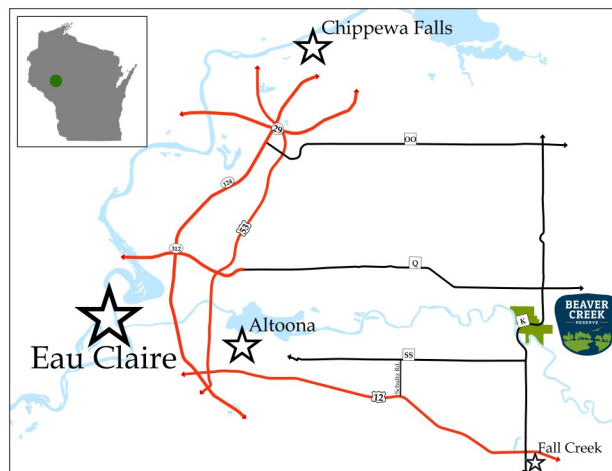
Where is Beaver Creek	page 1
Our Mission	page 1
Facilities	pages 2-3
Pricing Guide.....	page 4
Scheduling a Visit.....	page 5
Health & Safety	page 6
Policies	page 7
WI Recycling Law	page 8
Facilities Overview.....	page 9
Campus Map	page 10

Where is Beaver Creek?

Beaver Creek Reserve is located on County Highway K, ten miles east of Eau Claire and four miles north of Fall Creek.

Beaver Creek Reserve has approximately 400 acres of land nestled along a bend in the Eau Claire River, providing a picturesque setting for people to explore, discover and appreciate the many wonders of our natural world.

The facilities are handicap accessible and winterized, with many trails that explore a more upland habitat.



Reserve our facilities for a youth group, community group, or get the whole crew together to celebrate a milestone at Beaver Creek Reserve. Whether you stay for an afternoon or overnight, the nature reserve has tons of fun for all ages!

Mission

Beaver Creek Reserve's mission is *Connecting People with Nature*. We are committed to providing education, resources and opportunities to help people understand and appreciate our natural world and foster a lifetime commitment of stewardship to our environment.

Facilities

Wise Nature Center

Contains a large hands-on Discovery Room, where interpretive displays allow students to learn about local flora and fauna of Wisconsin. The Nature Center also has a large auditorium, two classrooms, a multi-use lab, observation deck, gift shop, greenhouse, Butterfly House, and administrative offices. Wi-Fi access is available throughout the building. The Nature Center is open to the public during business hours.

Auditorium accommodates up to 160 people

- Main stage area is outfitted with a microphone and projection system

Savannah Room accommodates up to 40 people

- Classroom setting with T.V. (includes VGA and HDMI hook-ups) and whiteboard

Woodland Room accommodates up to 70 people

- Serves as both a meeting and dining space
- Adjacent to Nature Center's kitchen
- A projection screen and whiteboard.
- Direct access to the Reserve grounds

Citizen Science Center

During the school year this facility houses the Wildlands Charter School and during the summer months, it allows citizen scientists to participate in various studies.

- Accommodates up to 40 people
- Wi-Fi access is available throughout the building
- Classroom setting with projector screen and whiteboard. Projector may be available upon request
- Attached kitchenette

Hobbs Observatory

Consists of two domes to view the moon, planets and galaxies 200 times larger and 10,000 times brighter than when seen by the naked eye.

- Accommodates groups of 50-100 people
- Two Domes with computer-operated telescopes
- Attached counter and cupboard area with small sink
- Classroom setting with projection screen only. Projector may be available upon request
- Wi-Fi access is available throughout the building

Cedar Lodge

Accommodates up to 32 sleepers and 50 for assembly.

- Central space for group activities
- Updated kitchen and dining area
- Two dorms (each sleep 15) and two single bed bedrooms
- Two bathrooms with showers
- Heated, A/C Available
- Outdoor fire ring

Facilities (continued)

Main Lodge

Accommodates up to 130 people.

- Updated and fully equipped commercial kitchen
- Designed as a dining area, but also serves as a reception hall, an arena for card game tournaments, a movie theatre, a venue for craft programs, and more
- Large wood-burning fireplace provides ambience
- Use of the Council Fire Ring
- Heated, A/C available

Sleeper Cabins

5 rustic cabins, each accommodates up to 20 people each.

- Dorm style bunks (bedding not provided)
- Access to the Main Lodge, water, and shower house
- Bunks must not be moved between cabins, per state code rules.
- Heated, A/C available

***Renting the sleeper cabins requires the rental of the Main Lodge*

Shower House and Restrooms

Centrally located in cabin area, and shared by all campers. Heated during winter. Main Tornado shelter for camp located in basement.

Tenting Area

- Access to water and showers in the on-site shower house
- Central fire ring provides a place for campers to unwind
- ***Tenting area can only be reserved along with one of the lodges.***



Pricing Guide

Facility	Usage	# of People	Fee
Main Lodge (ML)	Overnight	0-50	\$750
		51-70	\$1,000
		71-100	\$1,250
	Full Day (>3.5 Hours)	---	\$380
	Half Day (<3.5 Hours)	---	\$250
Cedar Lodge (CL)	Overnight	0-32	\$390
	Full Day (>3.5 Hours)	---	\$250
	Half Day (<3.5 Hours)	---	\$150
Tenting Area & Shower House (SH)	Tenting with Shower	0-50	\$310
		50-100	\$400
	Add on Tenting (no shower)	0-50	\$100
		50-100	\$150
Whole Camp (ML, CL, SH)	Overnight	---	\$1,660
	Full Day (>3.5 Hours)	---	\$950
Woodland Room	Day Use	60-70	\$150
Savannah Room		40	\$150
Auditorium		80-160	\$200
Nature Center Kitchen		---	\$25
Citizen Science Center		40	\$150
Observatory Classroom		50	\$150
Outdoor Classroom		50	\$175
Shower House		---	\$240

Add Ons	Fees	Info
Outside Hours	\$25	Use of facilities outside business hours
Acorn Cabin	\$150	Per night
Main Lodge Kitchen	\$75	---
Earth Talk	\$125	1 hour of Naturalist programming
Snowshoe/XC Skis	\$75	---
Observatory Program	\$125	---
Canoe/Kayak	\$15	Per boat, lifejackets and paddles included
Trailer	\$25	Per trailer
A/C	Ask!	Pricing depends on space
Refrigeration	\$10	Per unit, one freezer/refrigeration
Archery/Pellet Guns	\$25	Equipment and space only, upcharge for BCR staff
Day Pass	\$8	Per person, applies to overnight reservations only, for guests not spending the night

Incident Fees	Minimum	Info
Damage Deposit	\$100	Refundable
Late Payment	\$25	Per Day
Move Bunk Beds	\$50	Per bunk not in original place
Cleaning	\$25	Per hour BCR staff spends cleaning

Please contact the main office at 715-877-2212 or bcr@beavercreekreserve.org to make a reservation.

Scheduling a Visit

Step 1— Selecting a Date

Dates are reserved on a first-come-first-served basis. All groups can reserve the facilities up to one year in advance. Contact Beaver Creek Reserve at 715-877-2212 to check availability of a date. A deposit is required to hold a date.

Step 2— The Contract

Once a date is selected, a reservation/contract will be sent to the group's leader. The leader should double check the dates and facilities reserved. The contract and other necessary forms must be signed and returned with a deposit to hold the date. Leaders should make a copy of the contract before returning the forms.

Cancellation Policy

Cancellations made at least 60 days prior to the scheduled date will be charged an administrative service fee. Any remaining balance will be refunded. Groups canceling less than 60 days prior to their scheduled date will forfeit their deposit. Groups canceling due to weather will still be held responsible for charges. BCR's Executive Director reserves the right to close and/or cancel reservations in the event of severe weather, in which case groups will be notified and refunded in full.

Step 3— Activity Schedules

Groups looking to use Beaver Creek equipment and/or staff are asked to send a copy of their scheduled activities **as soon as possible** to ensure availability. To plan programs, please refer to the activities list in the field trip activity planner.

Multiple groups are often scheduled on the same day and with limited staff and equipment available, early requests help us to avoid scheduling conflicts.

Arrival & Departure

Groups are encouraged to be prompt when arriving and departing to avoid inconveniencing other groups and Beaver Creek staff. Please be sure times are indicated on your reservation form.

You may go straight to your facilities; no formal check-in is required in most cases.

Check-in time for overnight facilities is 4:00 PM and check-out time is 12:00 PM. If you want to arrive early or staying late, please inquire if space is available.

Cleanup

Beaver Creek Reserve maintains a self-service philosophy. We are a small staff, and in order to keep costs to visitors down, we ask that all groups clean the areas that they've used. All groups will be held liable for any damage to buildings, grounds and equipment, including graffiti. **Failure to properly clean the facilities will result in a per hour clean-up charge.**

Clean-up procedures are posted in each building. Cleaning supplies for the camp are located in the Main & Cedar Lodges. Brooms, dust pans and trash cans are located in each cabin. Mops and buckets are available in Main Lodge kitchens and the Shower House.

Food Service

Groups are responsible for creating their own meals. The kitchens are stocked with pots, pans, utensils, dishes, coffee pots, cups etc.

Many area caterers will provide meals at Beaver Creek Reserve.

Composting is available at the Nature Center for fresh fruits and vegetable scraps. Contact us for more details.

Health & Safety

General Supervision

State law requires that overnight groups of unrelated people provide one staff member, 18 years or older, for every 10 campers between the ages of 7 and 18 years and 1 adult for every 4 campers age 6 and under.

Group leaders are responsible for supervision of youth at all times. Please be aware that your group may be sharing facilities with other groups. It is your responsibility to ensure that no conflicts occur.

Youth are not allowed in the following areas without supervision: obstacle course, archery range and all buildings. We strongly recommend that all groups utilize the “buddy system” so nobody is ever without help.

Health Supervisor

Each overnight group must have a designated adult responsible for the first aid and health needs of their group. This individual will be responsible for the health history and emergency medical treatment for all campers under 18 years of age.

Groups must submit a list of the name, address, and phone # of all campers and staff in the group.

State law requires that all overnight campers and staff under the age of 18 complete a **health history form** signed by their parent or guardian. The group leader is responsible for obtaining completed forms for each camper and staff.

For groups staying overnight, **state law requires** the health person to have at minimum the American Red Cross Responding to Emergencies Course AND age appropriate CPR training.

Telephone

It is strongly recommended that all groups **bring a cell phone** with them for emergencies. Beaver Creek Reserve telephones are located in the Main Lodge kitchen and at the Nature Center (only during business hours). These phones should be used for emergencies only.

Lost Camper

If the missing camper is not found after 10 minutes, alert the Beaver Creek Reserve Executive Director or staff member on duty of the absence and indicate the following: camper’s full name, camper’s group or cabin, physical description, what he/she/they was wearing, and when and where he/she/they was last seen.

First Aid Supplies

First aid kits are located in the Main Lodge, Cedar Lodge and the Nature Center. Kits contain supplies necessary for minor injuries. An AED (Automated External Defibrillator) is located in the Nature Center lobby and the Main Lodge.

Medical Emergencies

We strongly recommend that all groups bring a cell phone with them for emergencies.

In case of medical emergency, call 911. 24-hour emergency medical care is available at Sacred Heart Hospital on Hwy. 12 (Clairemont Ave.) in Eau Claire **(715) 717-4121**, or at Luther Hospital at 1221 Wipple St. in Eau Claire **(715) 838-3311**.

Accident Report Forms

All accidents must be reported to the Nature Center office and an accident report form must be filled out as soon as possible.

Severe Weather

Severe weather radios are located in the Main Lodge and the Nature Center. Please check that the radio in the Main Lodge is turned to the “warning” setting.

In the event of a tornado or other severe weather warning, proceed to the designated shelter areas. In the camp, the basement of the Shower House, the west dome of Hobbs Observatory, and interior rooms of the Citizen Science Center are shelter areas. The tunnel under the road would also provide shelter. At the Nature Center the designated areas are the hallway, kitchen or bathrooms on the lower level.

Beaver Creek Reserve Policies

Alcohol

Beer and Wine are allowed only with a signed contract and permission from Beaver Creek Reserve. Hard Alcohol is never allowed.

Campfires

Campfires are allowed in designated areas only. They are prohibited in the sleeper cabins. There is a working fireplace in the Main Lodge.

Accessible Emergency Vehicle

We suggest each group have at least one vehicle available in case of an emergency.

Fire

Evacuate the building and call 911. Close doors as you leave to help contain the fire. Assemble your group in the field by Hobbs Observatory and take attendance. Alert BCR staff. Fire extinguishers are located in each building; please make note of the locations. Wait for directions from emergency personnel.

Firearms/Hunting

Hunting, trapping and discharging of firearms is prohibited on Beaver Creek Reserve property. With permission from the BCR Executive Director, firearms may be discharged as part of an educational program.

Horses & Pets

In the interest of health and safety of all our visitors and wildlife, **pets are not allowed at Beaver Creek Reserve**. Horses and horseback riding are prohibited on Beaver Creek Reserve property. Service dogs are allowed.

Insurance

Beaver Creek Reserve is insured under Eau Claire County for facilities and liability. Visitors are responsible for their own health insurance.

Natural Hazards

Beaver Creek is a natural environment. Poison ivy, mosquitoes, ticks and bees are a few of the problematic elements that are present during specific seasons. Groups should provide their own insect repellants.

Non-discriminatory Environment

Beaver Creek Reserve requests that all persons who use our site demonstrate respect for individual differences. Harassment on the basis of race, color, creed, gender, sexual orientation, disability, national origin or ancestry will not be tolerated. Adult chaperones are asked to intervene immediately to defuse any potential harassment. Contact Beaver Creek Reserve staff if you need assistance.

Off-road Vehicles

Off-road vehicles, including but not limited to ATVs, snowmobiles, motorcycles and off-road bicycles are prohibited on Beaver Creek Reserve's trails. All vehicles are restricted to paved roadways.

Parking

Parking is restricted to designated parking areas only. Parking is **NOT ALLOWED** along the roadway through camp or on the grass. All drives and roadways must be left open for emergency vehicles. The area in front of the Main Lodge is for loading and unloading only. Parking in front of the private residence is for their use only. See parking areas on campus map (pg 11).

Beaver Creek Reserve Policies cont.

Respect for Fauna & Flora

Beaver Creek Reserve is maintained as a refuge. **The picking or collecting of wildflowers, shrubs or other flora is prohibited as well as disturbing wildlife in any manner.** Please show respect.

Smoking Policy

Smoking is not allowed in any buildings or on Beaver Creek Reserve grounds.

Trails

Bikes are not permitted on BCR trails. But you may walk or run on them to enjoy nature!

Quiet Time

Quiet time is between 10:00 PM and 6:30 AM. Please respect the rights of those trying to sleep and our seasonal staff that reside on-site. Adult supervisors are expected to deal promptly with any disruptions.

Environmental Considerations

Beaver Creek Reserve is committed to sustainable living on our planet. We ask that all groups who have students bringing sack lunches bring food in containers that can be taken home and reused. Containers that can be recycled would be the next preference.

When preparing for your visit please remember that bulk containers are better than individually wrapped items.

Who Can Use Facilities?

Anyone can rent facilities at Beaver Creek Reserve! This includes, but is not limited to, schools, scouts, 4-H, senior, civic, church, university groups, weddings, and families.

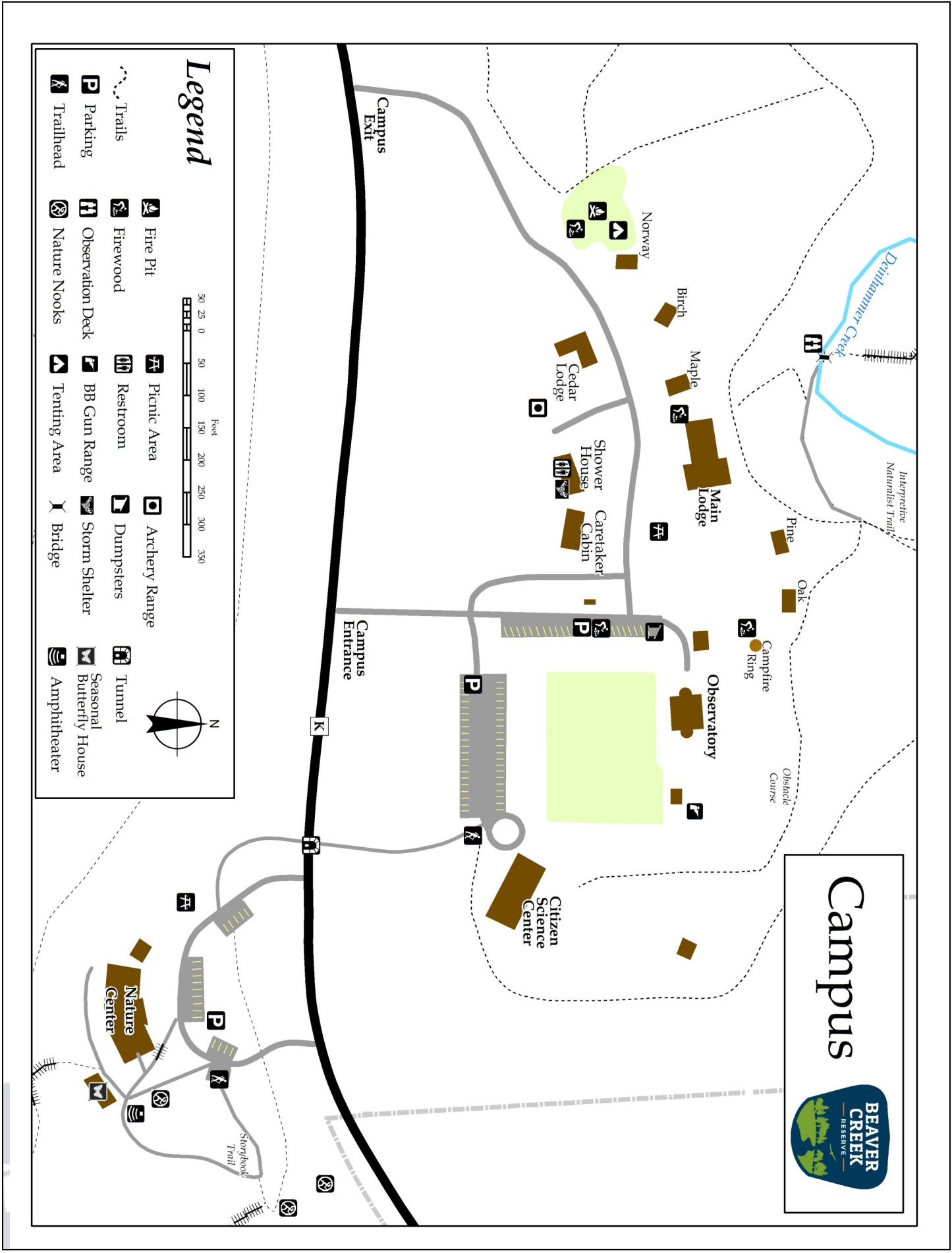
**Please use the recycling bins
located throughout Beaver Creek Reserve.**

Wisconsin Recycling Law

In Wisconsin it is against the law to put the following items into a landfill:

- 
- Aluminum Containers
 - Cardboard
 - Plastic Containers #s 1 & 2
 - Glass Containers
 - Magazines, Paper, and Newspapers
 - Newspaper/ newsprint
 - Office Paper
 - Steel Containers
 - Bi-metal Containers
 - Corrugated cardboard
 - Tires
 - Yard Waste – including grass clippings, leaves, and garden debris
 - Most Household Appliances including computers, computer parts, and cellphones
 - Lead-acid vehicle batteries
 - Used oil filters & Waste oils
 - DVD players, VCRs, DVRs and all other video players




Building / Room	Use	Capacity	Facility Notes
Main Lodge	Dining Assembly	130 130	commercial kitchen, fireplace, handicapped-accessible restrooms
Pine Cabin	Sleeping	20	bunk-style beds, bedding not provided
Oak Cabin	Sleeping	20	bunk-style beds, bedding not provided
Maple Cabin	Sleeping	20	bunk-style beds, bedding not provided
Birch Cabin	Sleeping	20	bunk-style beds, bedding not provided
Olav Cabin	Sleeping	20	bunk-style beds, bedding not provided
Cedar Lodge	Sleeping & Dining Assembly	32 50	two dorm-style rooms w/ 15 bunks each, two private rooms for leaders, central kitchen and meeting room restrooms and showers (both handicap accessible)
Hobbs Observatory	Classroom Assembly	50 100	Tables, restrooms, projection screen, and sink
Citizen Science Center	Classroom	40	6' banquet tables, projection screen, Wi-Fi, kitchen, computer lab
Nature Center Auditorium	Classroom Assembly	80 160	microphone, white projection wall, projector, stage, Wi-Fi, direct loading entrance
Savannah Room	Classroom	40	round tables, T.V. (with VAG & HDMI hookups), Wi-Fi
Woodland Room	Dining/ classroom Assembly	60 70	8' banquet tables, projection screen, Wi-Fi, adjacent kitchen, direct trail access





Campus





Legend



Trails

Parking

Trailhead







Fire Pit

Firewood

Observation Deck

Nature Nooks







Picnic Area

Restroom

BB Gun Range

Tenting Area






Archery Range

Dumpsters

Storm Shelter


Bridge



Tunnel

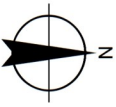
Seasonal Butterfly House

Amphitheater



Feet

50 25 0 50 100 150 200 250 300 350



N