



CONNECTING PEOPLE WITH NATURE

# Facility Rentals



SI County Road K | Fall Creek, WI 54742

Phone/Fax: (715) 877-2212 | Website: [beavercreekreserve.org](http://beavercreekreserve.org)

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

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## Where is Beaver Creek?

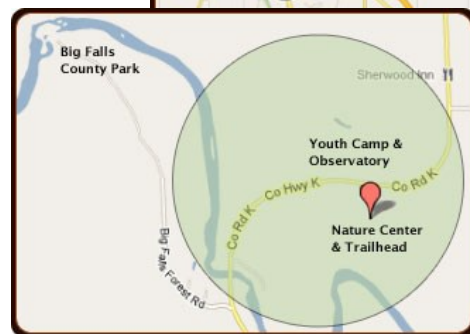
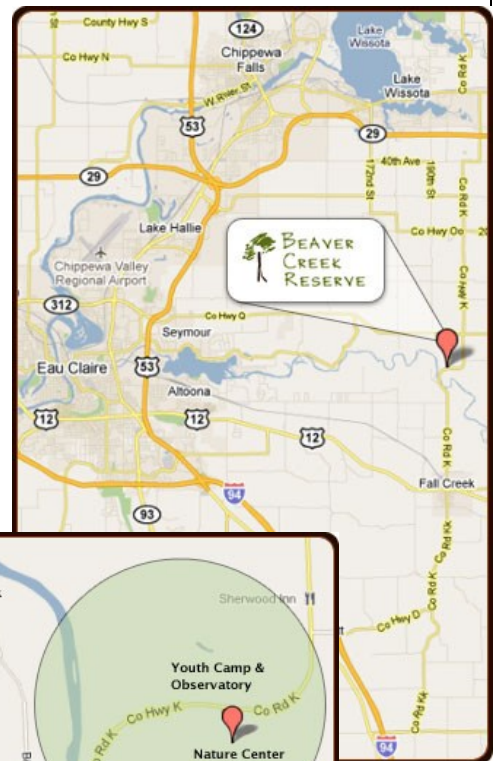
Beaver Creek Reserve is located on County Highway K, 10 miles east of Eau Claire and 4 miles north of Fall Creek.

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 mysteries of our natural world.

The facilities are handicap accessible and winterized with many more 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 stuff for all ages.



## Mission

Beaver Creek Reserve is committed to providing education, resources and opportunities to help people understand and appreciate our natural world and foster a life-

# Day Use 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, multi-use lab, observation deck, gift shop, greenhouse, butterfly house, and administrative offices. Wi-Fi access is available throughout the building. The Nature Center will remain open to the public during business hours.

**Auditorium** accommodates up to 160 people  
Main stage area and is outfitted with a microphone and projection system.

**Savannah Room** accommodates up to 40 people  
Classroom setting with projector and whiteboard.

**Woodland Room** accommodates up to 70 people  
serve as both a meeting and dining space  
Nature Center's kitchen and also comes with 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 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 and whiteboard  
Attached kitchenette

**Hobbs Observatory** - Consists of two domes that allow you to see the moon, planets and galaxies appear 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 projector and screen  
Wi-Fi access is available throughout the building

## Current Rate

Minimum charges apply for all groups. Please call for nonprofit rates. Tax will be charged to all groups excluding nonprofit groups. Exceptions will be made for special needs groups.

Full Day Use: \$6 per person plus tax with \$100 minimum

Half Day Use: \$3 per person plus tax with \$50 minimum

## Deposits/Contracts

Deposits are required to hold a group's reservation and as a security for damages. The deposit charged is determined by the minimum charge for your group. The deposit will be deducted from the total bill if no damage charges apply.

Please contact the main office at 715-877-2212 or  
[bcr@beavercreekreserve.org](mailto:bcr@beavercreekreserve.org) to make a reservation.

# Overnight Use Facilities

## **Main Lodge** accommodates up to 130 people

Updated and fully equipped commercial kitchen

Designed as a dining area, but also serves as a dance hall, an arena for card game tournaments, a movie theatre, a venue for craft programs, or anything else you can think of!

Huge stone wood-burning fireplace provides ambience

Restrooms have been recently updated and renovated

*Renting the Lodge requires the rental of at least one sleeper cabin.*

## **Sleeper Cabins** - 5 rustic cabins, each accommodates up to 20 people

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.

## **Shower House and Restrooms** – Centrally located in cabin area, shared by all campers.

Heated during winter. Main Tornado shelter for camp located in basement.

## **Tenting Area** - 3 four-person tents, each accommodates up to 12 people

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.*

## **Cedar Lodge** - Accommodates up to 32 sleepers and 50 for assembly

Central space for group activities

Recently remodeled kitchen and dining area

Two dorms (each sleep 15) and two private bedrooms

Two bathrooms with showers

Outdoor fire ring

## **Current Rate**

Minimum charges apply for all groups. Please call for nonprofit rates. Tax will be charged to all groups excluding nonprofit groups. Exceptions will be made for special needs groups. The overnight facilities are not designed for single family use. Families and walk-in visitors are always welcome to use the trails and visit the Nature Center. Entrance fees will be charged.

Overnight Use: \$13 per person plus tax  
Full Day Use: \$6 per person plus tax  
Half Day Use: \$3 per person plus tax

Deposit and minimum for Cedar Lodge: \$150  
Deposit and minimum for Main Lodge: \$300

## **Deposits/Contracts**

Deposits are required to hold a group's reservation and as a security for damages. The deposit charged is determined by the minimum charge for your group. The deposit will be deducted from the total bill if no damage charges apply.

**Please contact the main office at 715-877-2212 or  
[bcr@beavercreekreserve.org](mailto: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 the 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 necessary health forms must be signed and returned with a deposit by the specified deadline to hold your date. Leaders should make a copy of the contract and rules before returning the forms.

#### **Cancellation Policy**

Cancellations that are made 60 days or more before the date of stay receive a refund of their deposit less a \$25 administrative fee.  
Cancellations less than 60 days before the date of stay lose their deposit.

### **Step 3 – Activity Schedules**

Groups looking to use our equipment and/or staff are asked to send copy of their scheduled activities **at least 3 weeks prior** to their visit. 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 Reserve 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 1:30 PM and check-out time is 12:00 PM. If you plan on arriving early or staying late, please inquire if space is available, especially on weekends.

Overnight groups will be provided with a check-out form. Please complete this form and leave it either at the caretaker's home or the Nature Center. **PLEASE, DROP OFF FORM AT THE NATURE CENTER.**

## *Cleanup*

The 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 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 lodge kitchens and the shower house. **Groups must bring their own dishtowels and dish soap.**

## *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 the Reserve. Please request a list of caterers from the Reserve office. Composting is available at the Nature Center for fresh fruits and vegetable scraps.



# 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 see 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, phone # of all campers and staff in the group.

**State law requires** that all overnight campers and staff of age 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. Reserve telephones are located in the Main Lodge kitchen and at the Nature Center (only during open 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 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 was wearing, and when and where he/she 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 both 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 the 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

Alcoholic beverages are prohibited on Reserve property.

## Campfires

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

## 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 the 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 Reserve property. With permission from the Reserve 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 on the Reserve**. Horses and horseback riding are prohibited on 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, deer ticks and bees are a few of the problematic elements that are present during the right 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 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 the 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 caretaker's residence is for his use only. See parking areas on page 9.

## ***Beaver Creek Reserve Policies cont.***

### ***Respect for Fauna & Flora***

The Reserve is maintained as a refuge. **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 Reserve grounds except in designated areas which are the areas immediately outside the Main Lodge or Cedar Lodge, outside the main entrance of the Nature Center and at campfire areas. Please properly dispose of your cigarette butts.

### ***Quiet Time***

Quiet time is between 10:00 PM and 6:30 AM. Please respect the rights of those trying to sleep and our caretaker and his family. Adult supervisors are expected to deal promptly with any disruptions.

### ***Environmental Considerations***

Beaver Creek 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.

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

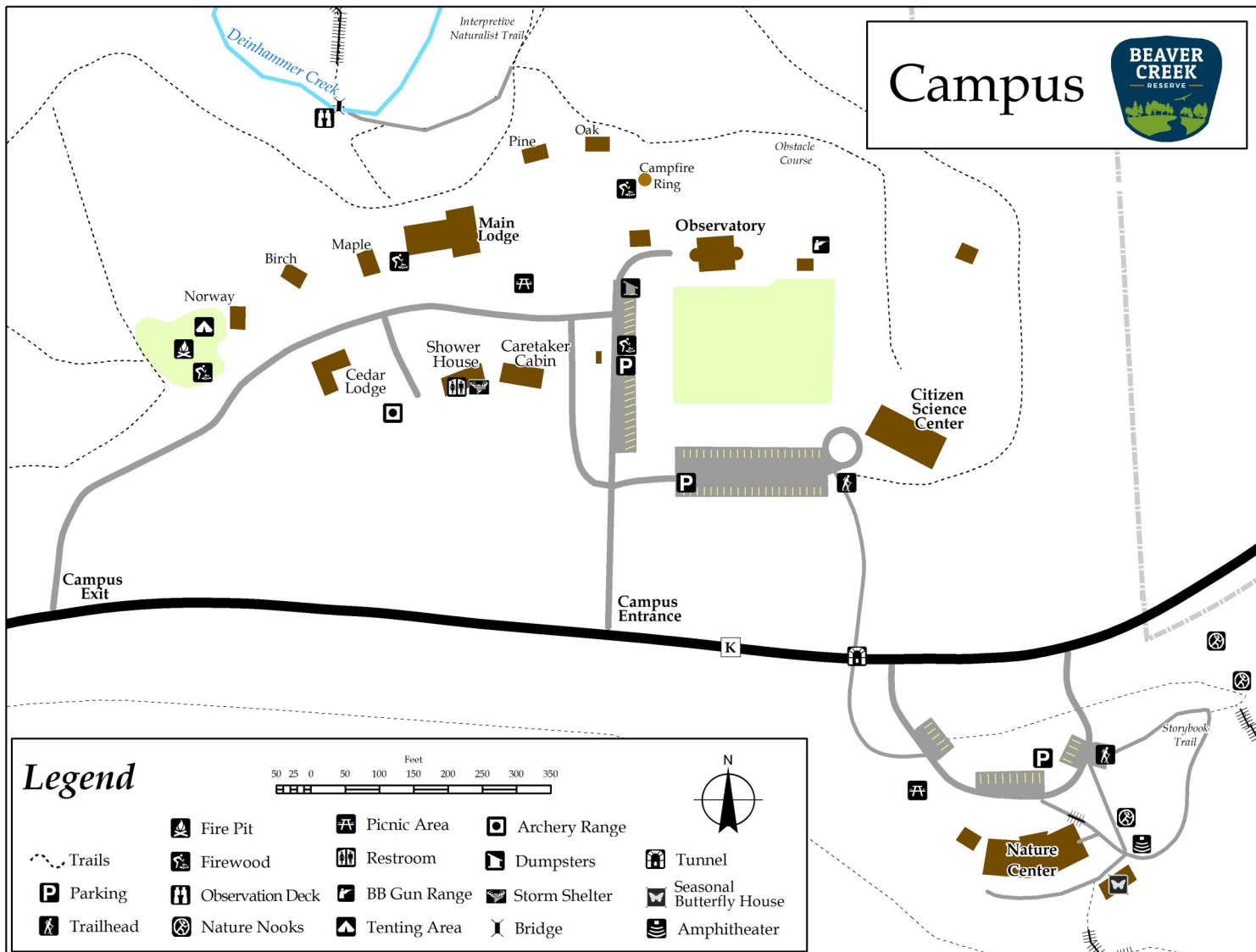
### ***Wisconsin Recycling Law***

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	Deposit	Facility Notes
Main Lodge	Dining Assembly	130 130	\$300	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		cabin may be used as overflow for Main Lodge and Cedar Lodge bunk-style beds, bedding not provided
Cedar Lodge	Sleeping & Dining Assembly	32 50	\$150	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	\$100	restrooms and sink
Citizen Science Center	Classroom	40	\$100	6' banquet tables, projection screen, Wi-Fi, kitchen, computer lab
Nature Center Auditorium	Classroom Assembly	80 160	\$100	microphone, white projection wall, stage, Wi-Fi, direct loading entrance
Savannah Room	Classroom	40	\$100	round tables, projection screen, Wi-Fi
Woodland Room	Dining/ classroom Assembly	60 70	\$100	8' banquet tables, projection screen, Wi-Fi, adjacent kitchen, direct trail access



**Notes:**

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