

Pavilion and Picnic Site Cancellation Policies



All reservations must be paid in full during the time of reservation. Acceptable methods of payment are Cash, Credit Card, or personal check made out to Look Park. Reservations will not be held for any period of time without payment in full. All reservations are rain or shine meaning no refunds will be given due to inclement weather. All cancellations or rescheduling must be completed by the person who made the initial reservation. The following cancellation policies apply:

Pavilions/Shelters

- If a cancellation occurs within 48 hours of booking, you will be refunded 100%.
- If cancellation occurs 30 days or more prior to the date of reservation, you will be refunded 75% and Look Park will retain a 25% rescheduling fee.
- If cancellation occurs fewer than 30 days prior to the date of reservation, Look Park will retain 100% of the reservation fee.
- All refunds will be made via check at the Park offices. **NO REFUNDS CAN BE GIVEN AT THE VISITOR CENTER.**

Picnic Sites/Areas

- Look Park retains a fee of \$5 per table for all picnics cancelled prior to the start date of the reservation. If a picnic is rescheduled, see paragraph below. All cancellations must be called in before 12pm on the scheduled day to receive a refund. If reservation is cancelled after 12pm the day of the picnic, no refund will be given and the reschedule paragraph below does not apply.
- If the picnic is rescheduled during the same time as the cancellation, there is no cancellation charge. This applies to one time only. If the site is the same value, there will be no charge for the rescheduling. Stipulations are as follows:
 - Rescheduled picnics must be the same price or increased price. A rescheduled site cannot be reduced in size for a refund.
 - Subject to availability, the same site might not be available on the rescheduled day, you will be told the alternatives for you to make a decision.
 - The rescheduled picnic must be for the same calendar year.
 - The Rescheduled picnic must be made at the same time as the cancellation, we cannot reschedule a site after cancellation has been made and refund the \$5 per table from the original reservation.
- If you do not show or do not cancel in person or by phone or reschedule your reservation, the Park will deem your reservation to be a “No Show” and no refund will be given.
- All refunds will be made via check at the park offices. **NO REFUNDS CAN BE GIVEN AT THE VISITOR CENTER.**