



APGMWR- Outdoor Recreation Equipment Check Out Reservation Policies

Last updated: June 2020

Building 2184
6627 Aerospace Drive
Aberdeen Proving Ground, MD 21005
410-278-4124
After hours line: 443- 910-6259

When renting with APGMWR- Outdoor Recreation Equipment Check Out the patron is required to acknowledging understanding and agreement to follow all below listed policies.

1. \$5 Administrative Fee will be due at the time of the reservation. This is non-refundable if the item is cancelled, however it is credited to the rental item.
2. Patron will be called 48 hours prior to finalize reservation with payment.
3. **No refunds** for any items reserved but not taken by patron on day of scheduled pick-up. Weather is **not** an exception.
4. **Equipment Reservations are by appointment only. Failure to meet your appointment time with no call will result in \$5 fee.**
5. **Check In/ Check Out Procedures**
 - a. Pull in equipment area parking space.
 - b. Contact ODR at 410-278-4124/5789 and inform them what space you are in.
 - c. A staff member will bring out your items/come to pick up inspect items.
6. Late returned rentals are 1.5 times the daily rental rate for each day not returned, unless notified ODR in advance. Rentals are to be returned by 2 pm to avoid late fees.
7. Rentals are charged for time out not time used.
 - Rentals will be charged at the half price rate if picked up the day prior to their reservation between 12 pm to 3 pm. If picked up prior to 12 pm then they will be charged the entire daily rate. Rentals may be picked up from 3 pm to closing for no additional charge however written exception must be done in advance.
 - Rentals picked up and returned on the same day will be at ½ price rate.
8. Vehicle used for pick-up and return must be able to accommodate rented items. We have hitches for sale/rent if needed.
9. Most towable items require 2 inch ball to transport. ODR does not provide transportation for rental items. Travel Trailer requires 2 and 5/16 ball. Gas or propane or water not provided with equipment rentals. Must furnish own tie downs. No refunds if requirements are not met.
10. All patrons renting motor boats must show proof of state approved Boater's Safety Course if born after 1 July 1972.
11. All towable equipment must be picked up prior to 3:00 PM and returned no later than 12:00 PM.
12. If you place your equipment on the loading dock or in parking lot and not properly check in with staff. You risk forfeiture of your deposit.