

Lilley Cornett Woods

Appalachian Ecological Research Station of Eastern Kentucky University

Director
Division of Natural Areas
3106 NSB
Eastern Kentucky University
Richmond, Kentucky 40475
(859) 622-1476



Manager
91 Lilley Cornett Branch
Hallie, KY 41821
(606) 633-5828

Housing Reservation Form

Organization: _____ Number in Party: _____

Person(s) in Charge: _____ Phone Number: _____

E-mail: _____

Dates Requested: _____ **(*Note: Reservation should be made at least 5 days in advance of stay)**

Projected Arrival Time: _____ Projected Departure Time: _____

*Check in/check out times: 8:00 am – 4:30 pm, Mon – Fri. Contact onsite manager for alternative arrangement requests.

**A \$40 refundable deposit is required. Checks payable to: EKU – Division of Natural Areas. The deposit will be refunded, if facilities are found in satisfactory condition after inspection.

***Cancellation Policy: Cancellations must be made 24 hours in advance of reservation date for full deposit refund.

STATEMENT OF FEES

Affiliation	Nightly Rate
EKU	\$5/person
Non EKU	\$12/person for first 4 nights. Remainder of consecutive nights within the same reservation \$8/night.

*Full payment is due at time of checkout, unless previous payment arrangements have been made. Make checks out to: EKU – Division of Natural Areas. Credit Cards are not accepted.

LIABILITY WAIVER: Please read the following waiver statement and sign in designate space upon completion of reading. Lilley Cornett Woods – Appalachian Ecological Research Station of Eastern Kentucky University, Eastern Kentucky University, Division of Natural Areas (DNA), and the state of Kentucky and its agents and employees do not accept liability for loss of property or damage or personal injury arising from the use of the facilities however caused.

Signature _____ Date _____

Approval Signature

All Reservations:
Approved and Scheduled

Director Division of Natural Areas

Date