



### **Policies Effective 8/1/25**

Cipher Green RV Park is a privately owned RV Park. Admission to Cipher Green RV Park is on an “Authorized Guest” granted basis. An authorized guest is a person(s) who has been approved by owners to stay within the park at an assigned space on a temporary basis. We reserve the right to terminate any authorized guest’s stay at any time.

Visitors to campsite must be reported if stay exceeds one-night visit. A visitor(s) to the campsite is not an owner “authorized guest” to the RV Park. Visitors staying longer than one night are not allowed unless approved by RV park owners. There is a limit to 2 visitors per site.

**A valid ID is required for all authorized guests over the age of 18. Please submit a picture of a valid ID to 910.289.2200 or [ciphergreenrvpark@gmail.com](mailto:ciphergreenrvpark@gmail.com).**

**All authorized guests must report any existing convictions or pending charges in this state or any other in the United States. Owners reserve the exclusive right to demand a guest leave park or deny entry to park, upon review of convictions or pending charges. All information is held in confidence.**

Quiet time is 10:00 p.m. until 8:00 a.m. Be considerate and keep the volume of music, TV, phone, and voices to a reasonable level. Interfering with anyone’s use and enjoyment of the park, day, or night, is contrary to park policies and will not be tolerated.

Alcohol is allowed in moderation ONLY on assigned campsite. No open containers in public spaces within the RV Park.

Public profanity, loud music with profanity, public drunkenness, and obscenity are not tolerated at any time.

Speed limit is **10 mph** on open gravel road and **5 mph** in RV park sections where campers are located. Please be mindful at all times of children and guests walking on grounds.

### **Arrival Times & Departure**

Arrival Times into park **11:00 AM – 8:00 PM – No arrival after 8:00 PM**

Departure Time is no later than **10:00 AM**

Departure – Please notify owners of intent to depart at least 10 days in advance. Upon the day of departure, ensure that all debris and trash are picked up and cleared from site. Furniture, and anything other than normal household trash will need to be taken to a Duplin County trash site for disposal. **DO NOT** place items outside of normal typical bagged household trash in our dumpster at departure – violations will be reported to Duplin Co. Solid Waste Department.

### **Rates**

Month to Month \*\$550.00. (Water / Sewer / Electric 50/30 AMP)

Weekly ----(7 Nights) \*\$250.00

Daily \$50.00

\*Fee / Deposit required

\*Rates include electricity usage; however, we ask guests be attentive to electricity consumption.

\$25.00 Monthly discount available to Direct Health Care Providers

### **Additional Rates applicable to Month-to-Month guests effective 8/1/25**

34' or longer RV \$15.00 per month

Electric Heater / Washer & Dryer in RV \$15.00 per month

Outdoor Appliance \$10.00 per month

Electric Vehicles / Electric Golf Carts / Elec. ATV's \$15.00 per month (\*occasional charging)

**\*Existing guests as of 8/1/25 are EXEMPTED from additional Month to Month charges for a one-year period.**

Rates for arrival on any day other than the first (1<sup>st</sup>) of the month for Month-to-Month guests is prorated to the first of upcoming month based on “**30**” days for all months. The next lot fee will be due and reoccur, payable on the **last day of the month** preceding the ongoing month. If less than 10 days remaining in current month of arrival, prorated amount plus upcoming monthly rate amount will be due. Example:

EX: 1 - Lot fee for November would be due and payable by October 31<sup>st</sup>.

EX: 2 – Arrival on October 23 – Monthly fee based on monthly rate divided by 30 x number of **nights** remaining in month.  $\$550/30 = 18.33 \times 9 = \$164.97$  for October remaining days + Nov lot fee.

**Take NOTE: There are no refunds for early departure.** Full refunds will be made for cancelations at least 14 days before arrival date. 50% refunds will be made for cancelations between 7 - 13 days before arrival date. Cancellations made less than 7 days prior to arrival date will not be refunded. **\*There are no refunds for early departure within a “paid” month for ongoing “Month to Month” guests**

### **Fee Deposit**

#### **Monthly Guests**

A \$250.00 **\*partially refundable** deposit is required for all \*new authorized guest campers who are authorized to stay for more than a month.

\$200.00 of the deposit for monthly campers is refundable to the authorized guest provided there are no damages to RV site, debris or trash left on site, and / or fees owed to RV Park after departure. A check will be mailed, or an electronic refund will be initiated within 10 business days of departure to the address on file.

\*Pending campsite inspection. \$50.00 of Fee Deposit is non-refundable for month-to-month guests.

#### **Weekly Guests**

A \$125.00 of fee deposit is required for all \*new authorized guest campers who are authorized to stay for one week or more but less than a month.

\$100.00 of the fee deposit for weekly campers is refundable to the authorized guest provided there are no damages to RV site, debris or trash left on site and / or fees owed to RV Park after departure. A check will be mailed, or an electronic refund will be initiated within 10 business days of departure to the address on file,

\*Pending campsite inspection. \$25 of weekly deposit is non-refundable.

Rates are based on two adults and two children. \*Additional rates per person may apply if more than two adults.

### **Lot Fee Payment**

**Monthly Guests:** Lot Fee is due on the last day of each month after initial month of entry for monthly guests.

**Weekly Guests:** Lot fee payment and weekly deposit are due at time of booking a space for 7 nights within park.

For security reasons, Cipher Green RV Park does not offer a payment drop box.

Electronic payment via Square Point of Sale (POS) is preferred and utilized for monthly invoicing. Venmo and Cash App are not accepted. Check payments should be made payable to **Cipher Green RV Park** via personal check, business check, cashier's check, or money order and mailed to: PO BOX 1119 Kenansville, NC, 28349

There is a returned check fee of \$25.00 or 10% of check amount, whichever is higher. NCGS 105-357

Money orders can be obtained at local US Post Offices for nominal fee of approximately \$2 to \$3. Magnolia Post Office, Kenansville Post Office and Warsaw Post Office are all less than 10 minutes from RV Park.

Lot fees are due on the established due date. Payment of that fee is expected and required on or before the due date. Ensure that payment is paid online or arrives in the PO Box on / or before its due date. For those having checks mailed from an out-of- state bank, ensure actions are taken to authorize the transaction well before lot fee is due.

**\*\*\*\* NOTE\*\*\*\*** There will be a **\$20.00 “per day”** fee for late payments not received in Post Office Box or in hand on DUE DATE. Nonpayment of lot fee for 7 calendar days will result in revocation of status as an “Authorized Guest”. The guest will be required to leave the RV Park immediately and without delay. Electricity and water connections will be suspended and or disconnected at site. A guest who fails to leave upon request will be reported to local authorities for trespassing on private property.

### **Vehicles:**

Maximum of 1 RV and 2 vehicles per RV site unless otherwise arranged with owners. All vehicles driven within park must be reasonably quiet and should only be driven on existing roadways.

Off-road vehicles and ATVs, street legal or not, are not allowed to drive freely on property without owner authorization. Owner reserves the right to approve or disapprove any off-road vehicle used for recreation. No

children under the age of 16 shall operate any off-road vehicle approved by owner. Guests agree to sign an additional liability waiver and provide proof of insurance for any owner authorized off-road vehicle including but not limited to a golf cart, ATV or Side-by Side.

Vehicles may be towed at owner's expense for expired tags, occupying multiple spaces, or parking in a non-parking space. Vehicles which appear non-operational or with flat tires are also subject to towing at owner's expense. No mechanic work is allowed (changing oil, tires, etc.) on RV Park property.

Additional vehicles, trailers, and boats must be parked in Cipher Green RV Park designated areas and approved by owners prior to parking.

Authorized guests will need to advise park owners of vehicle make and model that will be at campsite on a regular basis.

### **Children**

Children under 12 must be under direct adult supervision at all times.

Please note **NO SWIMMING** signs posted around lake. Please exercise close supervision and caution with younger children around lake.

Children are not allowed to ride bicycles or any toys from evening dusk time and at night. Parents, please be mindful of many working professionals in the park who arrive after 5:30 p.m. in the evening. \*Evening dusk and nightfall come early in the day from autumn to late winter.

### **Protection of Property**

While every effort is made to make the park safe from crime, please take actions to secure vehicles, bikes, valuables, and RVs at all times.

It is also suggested that the use of pressure regulators for water and surge protectors for electricity are extremely helpful in deterring potential RV issues. Electrical repair to service pole as a result of overload or incorrect hook ups will be the responsibility of authorized guest to reimburse owners for costs of repair. \*Note that "after hours", weekend and holiday electrical repair requests are significantly higher than normal business hour service calls.

Cipher Green RV Park is not responsible for any theft or damages to personal property. The property is privately owned. We reserve the right to refuse service to anyone and will not be responsible for accidents, injuries, or loss from any cause.

### **Pets**

Guests are allowed a maximum two dogs or cats. No exotic animals of any kind are allowed.

There are no breed restrictions, but pets must be well-behaved, have no history of aggressiveness, and be on a leash at all times, including leisure time at campsite. Pets may not be left unattended. \*Owners reserve the right to prohibit any pets or breeds at their discretion.

Guests are required to immediately clean up pet waste and to properly dispose of any pet waste baggies. Do not leave pet waste baggies openly laying around at your campsite. Please utilize a covered container at your site to store until disposal.

**\*\*A \$100 fine will be imposed for those not cleaning up after their pet. Do not allow your pet's waste lay out. Please remove pet waste immediately.**

Pets must be on a leash when not in camper, unless well within the open hayfield area at park. Please do not allow your pet to be off a leash and / or wander in common areas of RV Park. No leashes more than 6' long. Pet owners must be present if pet is tethered to a permanent stake outside campsite. Authorities will be notified if a pet is observed tethered without its owner present.

No pet fences or dog pens are allowed upon campsites. Please feel free to utilize the large hayfield area to allow your pet to run free for exercise purposes. Please do so safely, and at an approximate minimal distance of 100 yards or more away from other campers and RV's.

Owners reserve the full right to require a guest to vacate the park if a pet is excessively barking which disrupts another guest's right to a peaceful experience while staying.

### **Trash**

Dumpster is located across road in I40 Section of park. Trash dumpster is available to authorized guests only. It is video monitored to ensure no illegal dumping occurs. Please deposit only household garbage in dumpster. Use Duplin County Solid Waste Site #1 at 1481 US 117 Hwy, Warsaw, for furniture items or anything other than normal household trash.

Please bag all garbage items before taking to dumpsters. Duplin County Solid Waste has a site located at 1481 US 117 South, Warsaw, which offers recycling to any guest wishing to recycle. This site is approximately 5 minutes from RV Park.

No dumping of pet waste, food scraps or cooking grease are allowed upon the grounds in any areas including wooded trees area. Items left outside dumpster are subject to a \$200 fine. Authorities will be notified and a report for “illegal dumping” made.

### **Grass, Weeds & Tree**

Please place sewer hoses and electric cords on gravel as much as possible to avoid damage from mowing. No cutting or trimming of trees or foliage are allowed in any way. Areas which cannot be mowed should be kept trimmed by authorized guest. DO NOT ALLOW tall weeds and or grass to grow around your RV.

Cipher Green RV Park is mowed consistently. Additionally, your lot area will be trimmed without prior notice or permission if deemed necessary. Please be mindful of mowing personnel. Move vehicles if needed so that lot area can be maintained in a good, manicured condition.

Annual spraying for insect pests and weeds will be conducted in early spring and periodically throughout the growing season. \*As a precaution for our pets. RV Park owners will advise guests on anticipated dates, and time spraying is scheduled to occur

Motorcycles not regularly driven should be placed on blocks to allow for weed control trimming and to prevent damage to tires.

### **Authorized Guest Responsibility**

All guests are responsible for their conduct and that of their visitors, children, and pets as well as any damages resulting from their actions. All authorized guests of Cipher Green RV Park who stay at any site or use any of the facilities, do so at their own risk. Cipher Green RV Park is not responsible for injuries or damages of any sort for any reason.

All authorized guests of Cipher Green RV agree to release Cipher Green RV Park and its affiliates, officers, family members, volunteers, fellow guests, and employees of all liability for loss or damages to property and injury to his / her person arising out of his / her use of the Cipher Green RV Park facilities and agree to indemnify and hold harmless Cipher Green RV Park, its officers, family members, volunteers, fellow guests and employees against any and all claims of any type.

\*Please report violations of policies to 910.289.2200 or ciphergreenrvpark.com. All reports will be confidential and remain anonymous.

### **Additions TO RV's**

Decks are allowed only by RV Park owner's approval. Exterior items will not be allowed to be converted into rooms and may not have heating or air-conditioning units, laundry, or bathroom facilities. All decks must be built above ground, no digging will be allowed, and must receive prior owner approval. All necessary county

building permits are required to be obtained at authorized guest's expense. Any approved deck may not be attached to RV.

### **Mail**

An authorized guest staying longer than a month has the option to purchase a Post Office Box at the local town of choice or place a mailbox along park entrance. Authorized guest should contact Warsaw Post Office located at **116 W Hill St, Warsaw, NC 28398** for very specific height and labeling requirements of the mailbox. Lots are marked with 911 Address signs for your convenience.

Please note that if a mailbox is placed, it is your responsibility to ensure that mail is forwarded to a different address. Prior mailbox will be checked regularly for 30 days after departure and mail will be returned to sender.

### **Maintenance of Lot & RV**

The grounds of Cipher Green RV Park will be mowed and kept in good order. It is the authorized guest's responsibility to keep camp space and RV neat, tidy, and free of excessive clutter. Do not allow items to accumulate around and under RV. Utilize storage bins as much as possible. When in doubt, put it in a storage bin at the back of RV. \*Do not throw cigarette butts on ground at RV Site, please dispose of butts promptly.

Weeds and / or tall grass around RV, fencing, furniture, picnic tables, and vehicles that cannot be mowed are the authorized guest's responsibility to maintain. Round Up spray or a weed eater tool are suggested options.

Tall grass and weeds around campsite area are not acceptable for any reason. – \*You can expect that your space will be trimmed **without notice** – if deemed lot space needs to be trimmed.

Annual spraying for insect pests and weeds will be conducted in early spring and periodically throughout the growing season. \*As a precaution for our pets. RV Park owners will advise guests on anticipated dates, and time spraying is scheduled to occur.



Please keep your RV's exterior clean and free of mold and mildew.

During winter weather months, ensure that a winterized RV Hose is used to prevent cracking and bursting of exterior pipe and your water line. A heated coil is provided to protect the water connection at exterior faucet.

\*Costs to replace or repair damaged water faucet as a result of not properly winterizing water line will be the guest's responsibility to reimburse owners.

### **Fire**

Campfires are allowed but must be kept in a fire ring at all times. NO EXCEPTIONS. Ensure that area around fire ring is clear of flammable materials prior to lighting a fire. Keep fire size appropriate to that of fire ring. Be mindful of wind conditions and upcoming weather conditions that could result in high winds. **Fires must be thoroughly extinguished before retiring at night or leaving your camp site area. Several sites may have covered domes to prevent ash blowoff due to site proximity to wood line or pine straw. If your site has a screen dome cover, please use it.**

No chopping or sawing down trees for firewood. Please do not move fire rings or picnic tables from your site.

Please check NC Division of Forest Resources website for current burning conditions. [www.dfr.state.nc.us](http://www.dfr.state.nc.us) or call 919-733-2162. If the burning ban is in effect, no fires can be burned on the premises.

### **Nature & Fauna**

Please enjoy the natural beauty of the park and trails. Be mindful when walking, relaxing, riding, and fishing, that animal wildlife, various reptiles and multiple insects can be present anywhere upon property. Owners are not responsible or liable for any injury resulting from animal wildlife, reptile and or insect interactions which result in injury.

**Additional Prohibitions**

1.	Hunting of any kind / No Still Hunting
2.	Bow & Arrow shooting of any kind.
3.	Firearm target practicing / Skeet Shooting
4.	Fireworks and firecrackers of any kind
5.	Chainsaws or wood cutting of any kind on property.
6.	Disorderly behavior and walking through other's campsite.
7.	Washing of motor vehicles onsite (RVs not included)
8.	Discharging of a firearm or shooting of firearms on property other than in self-defense
9.	Unauthorized Guests staying for more than a night.
10.	For Sale Signs in or on RV Campers
11.	Gang Activity
12.	Illegal Drugs
13.	Generators
14.	Clothes Lines / Nails in Trees / Ropes from Trees
15.	Tents
16.	Operating a service business from your RV site.
17.	Rudeness to RV Park Owners & Park Manager
18.	Burning of materials other than wood for campfires. Large fires exceeding size of fire ring.
19.	Pet fences or pet fencing is not allowed or authorized. <b>*Strictly enforced</b>
20.	Consistent & Continual ---Barking dogs that disturb quiet and enjoyment of other guests.
21.	Routine & Regular charging of Electric Vehicle / Electric ATV *Occasional charging only.

. \*Owners reserve the right to amend policies as needed. Policies will be posted to website at  
Ciphergreenrv.com

**ACKNOWLEDGEMENT**

Owners of Cipher Green RV Park, expressly reserve the right to revoke a guest's status as an "authorized guest" and to refuse admittance and / or demand departure from the private property premises immediately for failure to comply with, and / or failure to acknowledge park policies for Cipher Green RV Park set out above.

Signature indicates that "Authorized Guest" has received and reviewed a copy of Cipher Green RV Park Policies and have clarified by verbal discussion with owners any questions or concerns. Signature confirms acknowledgment of RV Park policies with the intent to comply.

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<b>Printed Name</b>	<b>Signature</b>	<b>Date</b>
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<b>Printed Name</b>	<b>Signature</b>	<b>Date</b>
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