



TWILIGHT DUNES RV PARK  
Standard Operating Procedures

**1. GENERAL INFORMATION:**

a. Twilight Dunes RV Park is managed by Marine Corps Community Services (MCCS) Food, Beverage, and Commercial Recreation (FBCR), aboard the Marine Corp Air Ground Combat Center (MCAGCC).

b. The RV Park is located at 7941 Sunshine Peak Road. Each of our RV sites has full hookups for water, electric, and sewage. Additional non-MCCS associated, base approved provider hookups are available at the patrons' expense, such as cable television, telephone services, and satellite dishes provided they are removed upon check out.

**2. RESERVATIONS/CANCELLATIONS:**

a. The RV sites are intended for rent on a temporary basis and are available to authorized base personnel as identified in CCO 1710.40A. Reservations are accepted by phone at the FBCR reservation number 760-401-5939, or by email at [LodgingReservations.TwilightDunesRVPark@usmc-mccs.org](mailto:LodgingReservations.TwilightDunesRVPark@usmc-mccs.org).

b. Patrons may reserve an RV site by the following priority: **(1st Priority)** Active duty personnel stationed aboard the Combat Center on orders. **(2nd Priority)** Any Active Duty/Reserve personnel reserving a space for leisure. **(3rd Priority)** Retired military personnel. **(4th Priority)** DOD civilian employees, civil service and NAF personnel.

c. Each reservation must be guaranteed with a credit card. Failure to provide this information will result in the reservation being cancelled by 12:00PM the day prior to arrival.

d. All RV Park guests residing in the RV Park must be registered with the FBCR division, and cancellations received less than 24 hours prior to their arrival time will be charged for one night.

**3. CHECK-IN/OUT POLICY:**

a. Check-in time is 1400, check-out time is 1100. Payment is due at time of check-in. If check-in occurs on a weekend, payment will be collected the Friday prior.

b. Any items not belonging to patrons upon check-in must be reported to RV Park management by email at [LodgingReservations.TwilightDunesRVPark@usmc-mccs.org](mailto:LodgingReservations.TwilightDunesRVPark@usmc-mccs.org) no later than 24-hours after arrival.

c. Patrons must complete all cleaning and vacate the assigned space no later than 11:00. An inspection will be performed and the guest will be notified if any cleanup fees have been assessed. A fee equal to a one night stay in the amount of \$45.00 will be assessed if not departed by 11:00.

d. No refunds upon early check-out for short-term stays. Long-term patrons checking out by the thirteenth of the month will be charged the \$45 daily rate for each day up to \$585, and the full \$600 monthly rate will be assessed if checking out the 14th of the month or later.

**4. EXTENDED STAYS :**

a. Patrons may extend up to a year. Renewal documents will automatically be sent through DocuSign in the first week of December and are due prior to the start of the next calendar year.

b. Space numbers are not guaranteed.

c. RV's may not be left unattended by the below signed authorized patron for more than fourteen (14) days without notifying RV Park management. Leaving an RV unattended for more than thirty (30) days will require an Emergency Action Plan (EAP) on file. Patron's without an EAP must vacate the space. If a patron needs to vacate, they may do so by contacting FBCR at 760-401-5939, or by email at [LodgingReservations.TwilightDunesRVPark@usmc-mccs.org](mailto:LodgingReservations.TwilightDunesRVPark@usmc-mccs.org). Storage Lots are also available.



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**5. RV/SPACE REGULATIONS:**

- a. Current registration or valid temporary DMV tags must be visible from outside of the RV.
- b. RV's must remain in operable and movable condition at all times.
- c. RV Park guest are not authorized to rent, sublet or lease their RV. If an RV is sold, the occupant must vacate the space and is responsible for any charges.
- d. All park guests are required to have proper 30-amp or 50-amp surge protectors and water pressure regulators connected at all times.
- e. Patrons are not authorized to utilize another spaces power pedestal at any time. All spaces have 30amp, 50amp and GFCI electrical hook-ups. The use of both the 30amp and 50amp hookups simultaneously is prohibited.
- f. ALL personal items (property not owned by MCCS) are required to be stored in the provided shed or inside your RV when not in use. In use is defined as a patron outside utilizing the item in the moment. Exceptions are as follows and limited to: connected sewage hoses, connected water hoses, and items permitted to be stored behind the shed. Locks for the shed are not provided by MCCS, but are allowed and must be removed at time of check-out.**
- g. **Items permitted to be stored behind the assigned shed are as follows and limited to: bicycles, BBQs, smokers, covered generators, and trash/recycling bins. Behind the shed is defined as the side opposite of the street that runs in front of your assigned space.**
- h. Items authorized to be in the assigned carports are limited to: motor vehicles and trash/recycling bins. Items shall not be hung from/tied to the carport or shed under any circumstance.
- i. Patrons are responsible for the upkeep of their assigned RV space. This includes but is not limited to weeds, debris, trash and animal feces.
- j. All sewage lines must be in operable condition, raised off the ground, and secured tightly to prevent leaking. Sewage lines must be kept level and sewage cannot travel upwards at any time.
- k. Water hoses should be in operable condition to prevent from any holes or leaks. It is the patrons' responsibility to ensure all connections are secured to prevent leaking.
- l. Fresh water is provided at all sites. In order to ensure non-contamination of fresh water, a back flow preventer is installed on each water spigot. All spaces are inspected upon check out. Any missing / damaged back flow preventers will result in a recovery fee.
- m. The dumping of gray water (sink or shower) or black water (raw sewage) is only authorized the assigned space's designated sewage drain. Dumping elsewhere will result in contract termination.
- n. One (1) RV is permitted per space, facing directly in or out. In middle row back-in spaces 14-33 and 37-58, RV's may not be parked further back than the pedestal's concrete pad.
- o. RV Park spaces, driveways, guest parking and streets shall not be used to store any property not authorized in this SOP. A rental storage lot is available aboard the Combat Center by contacting RV Park management at 760-401-5939, or by email at LodgingReservations.TwilightDunesRVPark@usmc-mccs.org.

**6. ADDITIONAL GUESTS:** Each RV Park patron may invite up to five (5) guests to recreate with the RV Park patron at a single space not to exceed thirty days. Patron is responsible for all guests/family members and must ensure they conduct themselves in a proper manner and comply with all regulations. Guests are permitted to park in all designated visitor parking spaces throughout the RV Park.



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**7. PETS:**

a. Pets are authorized and remain the responsibility of the owner. Pets must be in compliance with MCO p11000.22. Each RV Park space may have up to two pets. Pets are defined as a dog or a cat. Patrons must ensure compliance with all current combat center orders.

b. Pets may be walked in all areas of the RV Park and must be kept on a leash no longer than 6 ft. at all times.

c. Guests are required to clean up after their pet immediately. This includes in assigned spaces, throughout the RV Park, and surrounding areas.

d. No pet is allowed to be kept outside restrained to any object, left in a kennel, or left unattended at any time.

e. Good behavior is required. Dogs of any breed that are hostile or aggressive will be asked to leave the RV Park, along with their owners.

f. Feeding wild animals, including but not limited to birds is prohibited.

**8. VEHICLES:**

a. Each space may have no more than two registered vehicles (including motorcycles) per space. Each vehicle must have current registration and insurance, and must be registered with the Vehicle Registration Office per CCO 1630.6D.

b. Residents and guests are not permitted to repair or maintain any motor vehicle within the RV Park. For self service and full service vehicle maintenance options and information, contact the Auto Skills Center at 760-830-7527.

c. The use of pressure washers are prohibited.

**9. FIRE PITS, BARBEQUE GRILLS & PROPANE TANKS:**

a. IAW CCO 11320.1E, outdoor fires/portable fire pits are prohibited unless a permit is approved by the Base Fire Department and filed with FBCR. Permits must be updated annually.

b. Charcoal or LP gas grills are authorized if used safely and stored away neatly when not in use. Coals must be extinguished after use. Wood, charcoal, wood chips/pellets, lighter fluid and other fire starters/accessories may not be stored or dumped outside.

c. Grills must be kept on the empty concrete pad at your assigned space or stored away neatly behind the shed.

d. Propane tanks must be secured at all times to RV or appropriate equipment. All propane tanks must be tightly secured to prevent leakage.

**10. PEST CONTROL:** Patrons are responsible for providing pest control services and controlling all pests and rodents for their RV's and in their assigned spaces.

**11. INDIVIDUAL MAIL:** Personal mail may be received at the RV Park. Mail keys are issued by signing a Key Agreement through Park management. All mail keys are prohibited from duplication.

**Mailing Address: 7941 Sunshine Peak Road Space# \_\_\_\_\_, Twentynine Palms, CA. 92278**



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**12. TRASH/RECYCLE POLICY:**

a. Trash and recycle bins are located at each space. If there are any malfunctions or broken/missing pieces, please contact RV Park management for replacement.

b. Trash and debris must be picked up and disposed of daily in the trash receptacles provided. Do not throw trash on the ground, especially cigarette butts.

c. Trash pick-up is every Tuesday. Place your trash receptacle at the edge of the road by Tuesday at 6:00AM to ensure pick-up. Storing trash and accumulating recyclable material (i.e., aluminum cans) is prohibited. All trash and recyclables must be broken down so that the lid closes completely. For bulk pick-up, you must contact Park Management with a list of the exact items. Bulk Pick-up days are Thursdays, and only the items listed must be on the curb. Each patron is allowed two bulk pick-ups per year.

d. A fee will be charged to any guest who vacates their assigned area and leaves debris or trash around the assigned space, in the shed, or next to trash receptacles. Upon check-out, trash bins must be placed on the curb for pick-up.

**13. MAINTENANCE:**

a. Once an RV Park patron is checked in to a space, they will not be moved to another space unless deemed necessary by RV Park management.

b. Patrons are responsible for reporting any malfunctions of MCCS government provided equipment to FBCR including but not limited to: MCCS provided utilities.

b. If any deliberate or negligent act or omission by patron, or any of patron's family members or authorized guests results in any damage to or loss or destruction of any property, which is part of the RV park or the space, patron will or pay MCCS fair market value sufficient to compensate it for the loss or damage sustained, as MCCS will elect and determine.

c. Issues with infrastructure may arise at any time with no notice and are out of our control. We recommend always being prepared to "Dry Camp" in case of any such emergency. We do not reimburse any fees due to infrastructure issues.

**14. MISCELLANEOUS:**

a. Firearms and weapons must be in compliance with Combat Center Orders.

b. The speed limit at Twilight Dunes RV Park is 15mph, no exceptions. Always be cautious of blind corners and children at play. For speeding complaints, please contact the PMO Desk Sergeant at 760-830-6810 and notify Park Management of the report number filed.

c. Quiet Hours are to be maintained between the hours of 10:00 PM and 7:00 AM. Sound equipment and noise producing activities shall be kept at a subdued level at all times. For noise complaints, please contact the PMO Desk Sergeant at 760-830-6810 and notify Park Management of the complaint filed.

**15. VIOLATIONS:**

a. All patrons are notified of monthly inspections the week prior by email. After inspections have been completed, patrons will be notified of any violations and their re-inspection date through DocuSign. These re-inspections will be completed in the same manner as the monthly. If there are no violations, assigned spaces will not be inspected until the following month.



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b. Once a guest has received a third (3rd) violation for the same discrepancy, the patron will receive an eviction warning with a final inspection date. If this inspection is not passed, five (5) calendar days will be given to remove their RV from the park. If the patron refuses to remove their property, it will be towed at the owner's expense.

c. If a patron passes three (3) consecutive monthly inspections with no violations, previous violations will no longer be considered valid.

**MCCS reserves the right to make changes to these policies/regulations at any given time. Any changes/amendments will be communicated through DocuSign.**

**If you have any questions or clarification is needed regarding these policies, please contact the FBCR phone number 760-401-5939 Monday-Friday 7:00AM-3:00PM, or by email at LodgingReservations.TwilightDunesRVPark@usmc-mccs.org**

**BY EXECUTION OF THE FOREGOING SOP, the PATRON below does hereby certify s/he have read, understood and consent to the terms of this SOP.**

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_