



(Revised 11/2018)

Overnight Group Rental Agreement

Today's Date: _____

We've rented Victory Valley's facilities before.

This is our first event at Victory Valley - We learned about Victory Valley through... _____

Group Information

Direct future correspondence to: Organization's address Contact's address

Organization

Name: _____

Address: _____

City _____ State _____ Zip _____

Phone: (_____) _____

Fax: (_____) _____

Email: _____

Contact

Name: _____

Address: _____

City _____ State _____ Zip _____

Phone: (_____) _____

Cell: (_____) _____

Email: _____

Rental Information

Weekend retreats may arrive after 6:00 p.m. on Friday and must depart before 2:00 p.m. on Sunday

Requested Rental Dates: _____

Event targeted to: youth adults families

Total number of nights: _____

Purpose of event: _____

Expected Arrival Time: _____ am / pm

Expected Departure Time: _____ am / pm

Number of guests: 25-36 37-48 49-60 61-72 73-84 85-100 other: _____

Note: You agree to pay lodging costs for the actual number of guests **or** the minimum number of guests in the range you selected above, **whichever is greater**. Requests to exceed range may be granted as space allows. Only one range may be chosen.

Facility & Activity Information

Please check the box next to the activity areas and facilities you are planning to use:

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Goliath Upper Elements | <input type="checkbox"/> Victory Hall (VH) | <input type="checkbox"/> Outdoor Basketball Court | <input type="checkbox"/> Campfire |
| <input type="checkbox"/> Challenge Course | <input type="checkbox"/> Indoor Basketball (VH req.) | <input type="checkbox"/> Sand Volleyball Court | <input type="checkbox"/> Boats |
| <input type="checkbox"/> Initiatives Area | <input type="checkbox"/> Indoor Volleyball (VH req.) | <input type="checkbox"/> Softball Field | <input type="checkbox"/> Fishing |
| <input type="checkbox"/> Indoor Climbing Wall | <input type="checkbox"/> Hay Ride - 20 min. | <input type="checkbox"/> Soccer Field | <input type="checkbox"/> Fireside Hall |
| <input type="checkbox"/> Pool Only* | <input type="checkbox"/> Hiking Trails | <input type="checkbox"/> Pavilion | <input type="checkbox"/> Dining Hall |
| <input type="checkbox"/> Pool & Lifeguard* | <input type="checkbox"/> Sledding Tubes | <input type="checkbox"/> Chapel | <input type="checkbox"/> Guestroom |

*Requested
Pool Time: _____

- Use of the Pavilion is included FREE to any size group staying overnight in the cabins. Subject to availability.
- Use of Victory Hall is included FREE for groups of 50+ people staying overnight in the cabins. Groups of 25-49 people staying overnight in the cabins may schedule 3 hours in Victory Hall at no charge. Additional time may be scheduled at the regular rate.



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Meals

We'd like Victory Valley to provide the meals. Choose meal plan below:

Plan A	3 meals and a snack	Meals include one breakfast, lunch and dinner
Plan B	4 meals and a snack	Meals include two breakfasts, one lunch and dinner
Plan C	5 meals and a snack	Meals include two breakfasts, two lunches and one dinner

Financial Information – Calculate your *estimated* costs below

Lodging & Meals

Cabin Lodging:
\$23 x ___ nights x ___ people = ___

Guestroom:
\$75 x ___ night(s) (1 person) = ___

Guestroom Additional Guests
\$10 x ___ nights x ___ people = ___

Day Guests:
\$5 x ___ people = ___

Meal Plans:
Plan A \$28 x ___ people = ___
Plan B \$35 x ___ people = ___
Plan C \$43 x ___ people = ___

A la Carte: for additional meals as needed
Snack \$3 x ___ people = ___
Breakfast \$7 x ___ people = ___
Lunch \$8 x ___ people = ___
Dinner \$10 x ___ people = ___

Lodging/Meal Total _____

Other Facilities

Victory Hall \$55 x ___ hour(s) = ___
Billed in 1 hr increments

Fireside Hall – includes game room
\$150 per weekend = ___

Chapel \$75 per weekend = ___
\$15 x ___ hr(s) = ___

Pool \$25 x ___ hour(s) = ___
2 hour minimum

Lifeguard \$12 x ___ hour(s) = ___

Tree House \$50 x ___ night(s) = ___

Other Facilities Total _____

Activities & Equipment

Campfire \$10 x ___ = ___

Indoor \$5 x ___ people = ___
Climbing Wall \$50 minimum

Goliath, Upper \$20 x ___ people = ___
Elements Course \$240 minimum

Initiatives \$3 x ___ people = ___

Boats \$10 x ___ hours = ___

Hay Ride \$4 x ___ people = ___
20 minutes \$60 minimum

Sound Equip. \$25 = ___

Activities/Equipment Total _____

Estimated Grand Total

Lodging/Meal Total	_____	
Other Facilities Total	+ _____	
Activities/Equipment Total	+ _____	
Total Cost	= _____	x 25% = _____ Reservation Deposit.
<i>Reservation Deposit</i>	- _____	equal to 25% of your total charges; due 6 months (180 days) prior to your scheduled arrival.
Balance Due	= _____	to be paid two weeks prior to scheduled arrival.

Security Deposit Required

A Security Deposit is required from all rental groups at the time your Rental Agreement is submitted. This deposit will be returned 15 days following your event departure. Any damage or cleaning charges will be deducted from this deposit when necessary. See Security Deposit Rates below.

Weekend Overnight Group	\$200
Week Overnight Group	\$500

How much money should I send?

- Event is more than 6 months away - Include the Security Deposit today. The Reservation Deposit is then due 6 months prior to the event and the Balance Due must be paid 2 weeks prior to the event.
- Event is within 6 months – Include both the Security & Reservation Deposits today. The Balance Due must be paid 2 weeks prior to the event.
- Event is within 2 weeks – Include the Security Deposit & full payment for Total Cost today.



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Policies & Guidelines

- One adult for every 10 school-aged children.
- Rental groups are covered by their own insurance and need to submit a Certificate of Liability Insurance.
- A certified lifeguard must be on duty to use the pool. You may bring your own lifeguard provided proper certification documentation has been submitted to the camp.
- A responsible adult must be at the pond when in use. Life jackets must be properly worn at all times while in canoes or boats.
- Unclaimed lost items will be retained for a maximum of 30 days.
- Alcoholic beverages, controlled substances and tobacco products must not be brought on camp property.
- Pets are not permitted at camp.
- Groups are to be considerably quiet from 10:00 p.m. to 7:00 a.m.
- To ensure a safe camp, personal injury and damage or breakage of facility or equipment must be reported to camp staff immediately.
- **Your event schedule and final count are due two weeks prior to your scheduled arrival. The camp office must be notified 48 hours before your scheduled arrival if your final count changes.**
- **Financial settlement with cash or check is due two weeks prior to scheduled arrival.**
- Any damage or cleaning charges will be deducted from your Security Deposit.
- Your Security Deposit will be returned within 15 days following your departure. At your request, we will reserve a date for your event in the following year by holding your Security Deposit. The Rental Agreement and Reservation Deposit for the following year must be sent 6 months (180 days) before your scheduled arrival.

Cancellation and Loss of Deposit(s)

Your Security Deposit will be forfeited if at any point you cancel your event. Events canceled within 6 months (180 days) or less of the scheduled arrival date will also forfeit 50% of their Reservation Deposit.

Agreement

- We agree to respect the beliefs of Victory Valley Camp as stated in the doctrinal statement found on the back of this page and to do nothing by word or deed that will detract from this ministry.
- We agree to abide by the guidelines described above or posted on the grounds. The leader accepts the responsibility of informing the group of these guidelines and will ensure compliance.
- We agree to submit a Certificate of Liability Insurance with this agreement.
- We agree to provide Victory Valley Camp with our event schedule and the final count two weeks prior to arrival.
- We agree to notify the camp office 48 hours before scheduled arrival if the final count changes.
- We agree to the financial obligations and policies as stated in this Rental Agreement.
- We agree that those signing below are authorized to enter into contract on behalf of the organization.
- Victory Valley Camp reserves the right to book a simultaneous group if the facility allows.

Signatures

Rental Contact:

Signature _____ Printed _____ Date _____

Position within the organization _____

Financial Representative of the Organization:

Signature _____ Printed _____ Date _____

Position within the organization _____

Victory Valley's Confirmation

Signature _____ Printed _____ Date _____



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Rental Group Liability and Risk Agreement

Group Name: _____ Event Date: ____/____/____

Group Leader Name: _____ Emergency Phone: (____) _____

Victory Valley exists to interest and introduce individuals to the reality of a relationship with Jesus Christ and to encourage growth in a Christian Camp environment. Victory Valley will provide an attractive facility and do all we can to make your time here a positive experience. Groups are responsible for their actions. They will also be responsible for cleaning up after themselves.

I hereby resolve that Victory Valley will **not** be held liable for injury incurred while on Victory Valley Camp property and further state that Victory Valley has provided access to their facility with the understanding that our group insurance carrier will cover any expenses incurred by our group, individually and as a whole, while at the camp or to cover said expenses personally. Further, I agree to **accept all responsibility** for my groups actions while at the camp and the **consequences** as a result of said actions. I agree to **report** any and all damages of equipment or facility, whether incurred by my group or not, to the director of the camp as soon as possible so they may address possible safety concerns immediately.

I KNOWINGLY AND FREELY ACCEPT AND ASSUME ALL SUCH RISK and responsibility both known and unknown, even if arising from the negligence of the facilitators, or others involved, and assume full responsibility for my participation. I willingly agree to comply with the stated and customary terms and conditions for rental of Victory Valley Camp. If I observe any significant hazard during my presence or participation, I will remove myself from participation and calmly bring such to the attention of the nearest camp official immediately; and

I, for myself and on behalf of my group, hereby release, indemnify, and hold harmless Victory Valley Camp, their officials, officers, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers and if applicable, owners and lessors of premises used to conduct the event, with respect to any and all injury, disability, death, or loss or damage to person or property, whether arising from the negligence of the releaser or otherwise, to the fullest extent permitted by law.

I have read this release of liability and assumption of risk agreement, fully understand its terms, understand that I have given up substantial rights by signing it, and sign it freely and voluntarily without any inducement.

Group Leader's Signature: _____ Today's Date: ____/____/____