

Campbell Park Christian Camp

Physical Address: Cnr Molesworth Dr & North Ave

Mail Address: 280 Molesworth Dr, Mangawhai Heads 0505

Telephone: 09 431 5730 GST No: 48-672-783

Email: admin@campbellpark.org.nz Web: www.campbellpark.org.nz

Managers: Dave & Robyn Osborne



BOOKING FORM and CONDITIONS OF HIRE AGREEMENT

Campbell Park Christian Camp is the property of the Associated Churches of Christ, and is controlled by a Management Committee of representatives.

It is a Christian camp which is available for hire to Church groups, community organisations, school groups, family groups and youth groups such as Guides and Scouts etc.

All booking enquires are subject to Managers approval and committee guidelines. We reserve the right of refusal to any booking request.

Client/Group: _____ Todays Date: _____

Date of Camp: _____ to _____

Expected Arrival Time: _____ am/pm Expected Departure Time: _____ am/pm

Numbers Attending: Adults (14yrs+) _____ Children (4-13yrs) _____ Pre-schoolers (3yr & under) _____

Cabins Required: (Please tick) All Cabins **or** Cabin 1 (10 beds)

Cabin 2 (10 beds) Cabin 3 (10 beds) Cabin 4 (10 beds) Cabin 5 (10 beds)

Cabin 6 (10 beds) Cabin 7 (10 beds) Cabin 8 (2 beds) Cabin 9 (4 beds)

FEES – rate per night. (NB: two days, one night may incur further charges).

14 years old & over: **\$22** 4-13 Years old: **\$14** 3 years & under: no charge

Day Visitors: **\$5** pp BBQ Hire (per use): **\$10** Rubbish Removal (per wheelie bin): **\$12**

Minimum charges per night: Peak: **\$675** (Oct-Apr & School Holidays), Off Peak : **\$450** (May-Sept)

Arrival and Departure times: School holidays: arrival 2pm, departure 11am. All other weekends – arrival 4pm, departure 2pm (or by arrangement with the managers). For week days check arrival and departure times with managers.

Final numbers of campers to be provided four days prior to camp.

CANCELLATION: Should you need to cancel your booking, please let the managers know as soon as possible.

If notice is given more than 90 days in advance of the camp date, your deposit less an administration fee of \$150 will be refunded. If notice of cancellation is less than 90 days, no refund will be given.

PAYMENT: A deposit of **\$500** confirms your booking. The balance of your camp fees will be invoiced at the end of camp. Payment is required within three working days. Internet banking is acceptable. Campbell Park management reserves the right to charge interest on overdue amounts at a rate of 1.5% per month.

Bank Account: BNZ Wellsford 02 0484 0068510 00

BOOKING CONFIRMATION: Both your Deposit and Booking Form are required to confirm your booking.

If the deposit is not received within three weeks of a tentative booking, Campbell Park reserves the right to accept another booking in lieu.

CAMPBELL PARK CHRISTIAN CAMP
BOOKING FORM and CONDITIONS OF HIRE AGREEMENT Contd

LIABILITY: We (the clients) accept that the management and staff of Campbell Park Christian Camp will exercise all due care and do everything practical to ensure the comfort and safety of members of our group and accordingly, the said management and staff will not bear responsibility for, or incur liability for any accident, sickness, or property damage involving any member of the group under our care.

ON-SITE REQUIREMENTS AND INFORMATION:

- **Group Organiser** must be the first to arrive to sign rest of group into campsite (or arrange for another member of the group to do so)
- **Check in Form** to be read and signed on arrival
- **A complete list of campers** to be provided on arrival
- No **alcoholic beverages** allowed on site
- No **illegal drugs** allowed on site
- **Dogs** are not permitted on site
- **Smoking** is permitted in designated areas only.
- **Speed limit** around camp is walking pace.
- **Noise** before 7am and after 10pm is to be limited in consideration of staff and neighbours (this is a council requirement)
- **Cabin en-suite hygiene** must be observed throughout your stay.
- **Camp Property** is not to be moved within/from the Campsite without the permission of the Camp Staff.
- **On departure** facilities must be left in a **clean and tidy** state on departure, unless you have paid for a final clean up. (check with managers for a cost if you want the final clean up done for your group).
- **Cleaning substances** for the **final clean-up** are supplied by Campbell Park. Campers are required to supply any other cleaners that they require
- A **final clean-up** can be arranged for your group at an **extra cost** – check with Managers.
- **Rubbish** disposal \$12 per wheelie bin (or part thereof). Food scraps are taken away for free
- **Damages and breakages** must be reported to Management, and payment (if requested) will be added to the final account.
- **First Aid supplies and personnel** are the camper's responsibility, .
- **Lost property** (found after departure) can be returned if postage is received. Lost property will not be kept longer than three months. It is the camper's responsibility to check all cabins and to notify the managers of anything found at start of camp, or anything they think has been left behind after departure.
- **Groups of less than 35** may be expected to share facilities with another group, or be prepared to pay a surcharge for exclusive rights for the whole facility.
- **Ethos:** It is important that all groups onsite are compatible with our Christian Ethos and with each other.
- **Groups** will need to supply their own tea towels, kitchen towel, oven mitts and bench cleaners.

Group Contact details.

Name: _____ **Phone:** _____
Address: _____ **Mobile:** _____
 _____ **Email:** _____

- I have carefully read the Booking Form & Conditions of Hire.
- My Group and I agree to abide by the requirements outlined.
- I accept responsibility to inform the Group accordingly.

Signed on behalf of
 Position Held..... Date

[PLEASE KEEP A COPY FOR YOUR RECORDS, AND FOR REFERENCE WHILE AT CAMP]

Office Use Only	
Deposit amount:	\$ _____
Date deposit received:	_____
Payment by cash/chq/DC	
Invoice number:	_____
Date Receipt sent to Client:	_____