



Physical Address: Corner Molesworth Drive & North Avenue
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Web: www.campbellpark.org.nz
Managers: Charles & Julie Scott

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. You will need to self-cater, or arrange your own caterers. All booking enquiries are subject to Managers approval and Committee guidelines. We reserve the right of refusal to any booking request.

Client/Group: _____ Today's Date: _____

Date of Camp: _____ to _____

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

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

Cabins Required: (Please tick)				
All Cabins	or	Cabin 1 (10 beds)	Cabin 2 (10 beds)	Cabin 3 (10 beds)
Cabin 4 (8 beds)		Cabin 5 (4 beds)	Cabin 6 (10 beds)	Cabin 7 (10 beds)
Cabin 8 (10 beds)		Cabin 9 (10 beds)	Cabin 10 (2 beds)	Cabin 11 (4 beds)

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

14 years & over: **\$26** 4-13 years old: **\$16** 3 years & under: no charge

Day Visitors: **\$5** pp BBQ Hire (per use): **\$15** Rubbish Removal (per wheelie bin): **\$15** Recycling Bin **\$2**

Minimum charges per night: Peak: \$750 (Oct-Apr & School Holidays); **Off Peak: \$550** (May-Sept)

Shared Usage: 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.

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.

BOOKING CONFIRMATION AND PAYMENT: Both a deposit of \$500 (or \$1,000 for Public Holiday Periods) and your completed 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. The balance of your camp fees will be invoiced at the end of camp and payment is to be made within three working days. Campbell Park management reserves the right to charge interest on overdue amounts at a rate of 1.5% per month.

Bank Account: BNZ 02-0484-0068510-000, Campbell Park Christian Camp

When paying by internet banking please use your group name and camp date as a reference.



BOOKING FORM and CONDITIONS OF HIRE AGREEMENT Continued

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 the rest of the group into the campsite (or arrange for another member of the group to do so).
- **Check In Form** is 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 and Vaping** 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, including bathrooms in the Ablution Block.
- **Camp Property** is not to be moved within/from the Campsite without the permission of the Camp Staff.
- **Groups** will need to **supply their own** tea towels, dishwashing liquid, oven mitts and bench cleaners.
- **On departure** facilities must be left in a **clean and tidy** state, unless you have paid for a final clean. Please be aware that you will incur a cleaning fee if the place has not been cleaned on departure.
- **A final clean-up** can be arranged for your group at an **extra cost** - check with Managers.
- **Cleaning substances** for the **final clean-up** are supplied by Campbell Park. Campers are required to supply any other cleaners that they require.
- **Rubbish disposal** \$15 per wheelie bin (or part thereof), \$2 per recycling bin. 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.
- **Ethos:** It is important that all groups onsite are compatible with our Christian Ethos and with each other.

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 _____ Position Held _____

On behalf of: _____ Date _____

Deposit of \$500/\$1,000 (please delete one) paid by Internet Banking on _____