

Camp Turner Group Rental Agreement 2012

To make a reservation, please send the following:

- * A deposit check for \$300, made payable to *Camp Turner*.
- * A signed copy of this document (Group Rental Agreement), including signature at the bottom of page 6.
- * Certificate of Liability Insurance – Corporate groups only.

This is a rental agreement to use the Camp Turner Facility, located at 9150 ASP Route 3, within Allegany State Park Quaker Area. The agreement is between Camp Turner and the party listed below (the Group Leader) for the time period listed below. The group leader agrees to uphold and enforce all guidelines, rules and regulations of Camp Turner, Allegany State Park and laws of New York State. The Group Leader agrees to accept the camp grounds, the facilities thereon and the camp equipment in their existing condition. No representative or statement of warranties, expressed or implied, have been made on the behalf of the Camp or the Diocese of Buffalo regarding the camp grounds, facilities thereon and the camp equipment. Under no circumstances shall the Camp be liable for any defect in such property or any limitation in the use of said property. The Group will have a designated leader who is at least 21 years of age on-site. The leader will be financially responsible for all actions of the group and responsible for promulgating the Guidelines for Group Rental to all members of the group. The group leader will ensure that everyone staying at camp attend the Group Orientation or read the Group Orientation document within 4 hours of arrival. All adults in attendance must sign a document indicating that they have been oriented to the site, and that agree to the indemnity and hold harmless agreement. There is an additional fee if day guests are in attendance. This additional fee is waived if Camp Turner provides food service that day. Misrepresentation on the contract may result in cancellation of the rental agreement. Separate agreement required for food service.

Cancellation of Rental Reservations: Cancellations received 90 days prior to a reservation will be refunded the deposit less a \$25 processing fee. Within 90 days of the reservation date the group is responsible for 25% of the full rental rate. Within 60 days of the reservation date the group is responsible for 50% of the full rental rate. Within 30 days of the reservation date the group is responsible for 75% of the full rental rate. Upon arrival the group is responsible for 100% of the rental rate.

Select Options	Includes Dining Hall, Kitchen, Dish-room & Shower House	Weekends Friday 5 PM – Sunday noon	Weeknights, Sunday - Thursday	Weekly Rates Sunday 5 pm – Friday Noon
	2 duplexes (4 sides, 48 beds)*	\$875	\$250	\$1000
	3 duplexes (6 sides, 72 beds)*	\$975	\$275	\$1100
	4 duplexes (8 sides, 96 beds)*	\$1075	\$300	\$1200
	5 duplexes (10 sides, 120 beds)*	\$1175	\$350	\$1400
	Dining Hall only	\$600 not available fall weekends	\$250 / day	\$800
	Additional Daytime Guests	\$3 per person per day, waived if we cook for you that day.		
	Youth Group Weekend Special – includes all meals and lodging.	\$49 per person, Friday – Sun. Brunch.		
	Adult / Family Catered Weekend includes lodging and five meals.	Adults \$59 / person, children under twelve \$42 each, children under 5 free.**		

*There is a 4 duplex minimum on Holiday weekends. **Summer weekends are shorter, Friday 8 pm – Sunday 10 am. Summer weekends require you take food service, as our kitchen is not rented in the summer time.

Name of Group	Group Leader	Expected # overnight guests / day guests
Street Address	City	State / Zip Code
Main Phone	Alternate Number	FAX line
Arrival Date	Time of Arrival	Departure Date
How did you hear about Camp Turner?		Departure Time

GUIDELINES FOR GROUP RENTAL

The group leader is responsible for ensuring that all members of the Group are aware of these guidelines.

Purpose of Use

The group shall not use Camp for any purpose either by speech or by action which would bring discredit, ridicule, criticism and or scandal upon the Catholic Church and or the Diocese of Buffalo, nor in any way which violated the moral tenets or beliefs of the Catholic Church and or the Diocese of Buffalo. The Camp reserves the right to refuse or terminate service to any group which demonstrates values inconsistent with its own values.

Emergency Notification

Air Horn or Bell will ring in bursts of three – Everyone meet around the cross in the center of camp.

Continuous Air Horn – Danger in Camp - Flee and meet at the location announced during your group's orientation.

Severe Weather – you will be notified to stay inside by camp staff.

Telephone Service

Cell phones do not work well at camp though it is generally possible to send and receive text messages. Your primary telephone contact should be the **PAYPHONE** in the dining hall lobby. If someone needs to reach you they should call 354-9920. The dining hall **PAYPHONE** will ring at least 30 rings before it cuts out. There is no voice mail on it to divert the call. Likewise, if you need a landline to call out, this is the phone you should use. Please do not give the office number out as a weekend contact number. We cannot guarantee delivery of messages left on the camp business line. Many cell phones work at the near end of Quaker Lake.

Site Hazards

Ditches, holes, sticks, stones, uneven ground – are all dangerous. Please look down when you walk, keep to sidewalks. Do not cut across the ditches or the go up the slope by the director's cabin.

Wild animals – do not feed, scare, chase, surround, or pet. We have bear, porcupine, skunk, raccoons, bees, etc. Please report any bee or wasp nests near the cabins to camp staff.

Darkness – exterior lights remain on after dark, use flashlights when dark out. The group leader agrees to inform staff if lights are not on or if light bulbs are burned out.

Wet floors – The floors in all of our buildings are slippery when wet. The group acknowledges the risk of wet floors and agrees to clean up wet floors during their stay, or to inform staff that they need to be cleaned up.

Electrical Boxes - Please do not touch and do not allow children to touch any of the green **Electrical Boxes** scattered about camp. These boxes contain high voltage.

Restricted Areas - Please stay out of rooms marked “**Staff Only**” or “**Employees Only**” including boiler rooms, hot water tank rooms, and store rooms as these are off limits to guests.

Kitchen Equipment may be hazardous if used or cleaned improperly. Please ask if you do not know how to use something. Guest may not use the meat slicer, commercial mixer, food processor, or proofing cabinet.

First Aid, CPR, EMS

The group will have a person trained in CPR and First Aid accessible at all times.

Group is responsible to provide its own first aid supplies.

EMS is often 30 minutes or more to arrive. Please be aware of this when making health decisions.

There is an AED in the lobby of the dining hall. It has both youth and adult pads within the case.

Camp Policies

- 1) Minors must be supervised at all times.
- 2) All illegal activities are prohibited, including use of drugs and facilitation of underage drinking of alcohol.
- 3) Everyone must wear shoes at all times on camp property.
- 4) The group is responsible for cleaning the facility (picking up litter, sweeping, mopping, cleaning toilets, tables and sinks, putting things away, removing trash and recyclables) prior to departure.
- 5) Quiet hours in the park are between 10 PM and 8 AM.
- 6) No smoking is permitted in any camp building.
- 7) All exits must remain clear of obstructions, furniture and luggage.
- 8) Please do not walk behind any of the cabins. People may be changing and that's just rude.
- 9) We recommend you do not bring food into the sleeping cabins.
- 10) Do not open windows when heaters are running. (Please see your host to adjust heat.)
- 11) Public urination in the camp proper is prohibited.
- 12) No “ball” playing or catch is allowed near the buildings.
- 13) No candles, incense, or other flames are allowed in the sleeping cabins.

- 14) Combustible materials may NOT be stored or used in cabins or dining hall.
- 15) Use the sidewalk and driveway. Do not walk behind the cabins or through the ditches or through the garden.
- 16) Use of firearms, fireworks, firecrackers, paintball guns, explosives and incendiaries is strictly prohibited.
- 17) The Dining Hall is intended as eating and meeting space. Do not plan to sleep in the dining hall.
- 18) The camp bell is for emergency use only. Do not allow children to play with the bell.
- 19) Campfires are permitted in designated areas only. Do NOT construct any new fire circles.
- 20) No campfires may be left unattended. Fires must be extinguished before bed.
- 21) Management reserves the right to terminate any activity it deems dangerous.
- 22) The park may begin charging entry fees to camp guests at any time even though it has not to date.

Vehicles in camp

- 1) No vehicles are permitted on the grass. PLEASE DO NOT DRIVE ON THE GRASS!
- 2) Parking: All vehicles should park behind the Dining Hall or along the drive up to the Dining Hall.
- 3) Guests park at their own risk. No warranty or guarantee of safety or security is made by Camp Turner.
- 4) Speed Limit: The speed limit in camp is 5 MPH.
- 5) Cars must remain on the gravel drive for loading and unloading.
- 6) The circle is a fire lane and is for loading and unloading only. Special arrangement will be made for handicapped guests.

Furniture

All indoor furniture must remain indoors. All outdoor furniture must remain outdoors. You may move furniture around to suit your needs but it must be returned to its original location before departure.

Kitchen Use (Does not apply to groups catered by Camp Turner)

The group may use the kitchen and equipment to prepare meals for those staying overnight at camp as part of the group. Day guests or guests in for a meal incur an additional charge.

The kitchen comes “as is”. We highly recommend that you wash silverware, cutting boards, knives, pots and pans and wipe down counters before use. The group before you may or may not have washed them properly after the last use.

- 1) Anyone using the Kitchen, Dish Room or Dining Hall must be oriented to the use of the equipment. Misuse of equipment may result in costly damage, or the termination of rights to use equipment.
- 2) The group must provide a person to be in charge of and responsible for the kitchen. This person must be at least 21 with some food handling experience. The person in charge of the kitchen is expected to ask if operation of any of the equipment is unclear.
- 3) All cooks must be at least 18.
- 4) All dishwashers must be at least 16.
- 5) The hood fan should run and the window nearest the stove must be open while cooking.
- 6) The group is expected to use safe food handling, dishwashing and sanitation procedures.
- 7) Do not dump grease in any sinks. A grease bucket will be provided for your use. Please ask.
- 8) The food prep sink is for food only. Do not wash dishes in this sink. Likewise for the hand sink.
- 9) If you use camp pans they must be washed thoroughly, front and back. The group will be charged for pans that need to be rewashed.
- 10) Do not put pots and pans in the dishwasher. They must be scrubbed in the 3 bay sinks.
- 11) All dishes, silverware, utensils, pots and pans must be left to air dry. Do not wet stack pots, pans or dishes. Dishes, cups and bowls must be stored in the wash racks where you found them (on the plastic shelves) when finished, not stacked outside of racks. The group will be charged for re-racking if necessary.
- 12) All tables must be washed, floors must be swept and mopped and all equipment must be turned off and / or put away before departure.
- 13) The griddle must be thoroughly cleaned if used. Please ask for supplies.
- 14) Please turn all equipment off when not in use.
- 15) The walk-in cooler is not available for group use. There is one two door refrigerator and one two door freezer in the kitchen for group use. There is another two door refrigerator in the dining hall for group use.
- 16) Fire alarm panel must be explained to the group leader by the camp staff. Please ask.

Please see Kitchen Inventory for a complete list of provided supplies and equipment. In general, we provide everything you need to cook for 80 people. If your group is larger, or you need more or better equipment than provided it may be available for additional charge.

Camp Does Not Provide

Sleeping bags, pillows, pillow cases, linens, paper towels, toiletries, **power tools**, axes, shovels, clothes lines, dish towels, plastic wrap, foil, storage containers. The mixer, food processor, electric slicer, proofing cabinet, drink dispensers, salad bar, walk in cooler and all items in store rooms and pantry and top of the walk in cooler are off limits. The bathroom in the kitchen area is for camp staff only and will not be open for group use.

Bathrooms

The Shower House and Dining Hall Bathrooms are equipped with electric hand dryers. **We do not provide paper towels.** If you want paper towels you should bring them with you.

Rags, spray disinfectant, and plungers are provided so your participants may fix problems as they occur. Brooms, buckets and mops are also available. Please ask. We can adjust water temperature to meet your needs. We have a very powerful 80 gallon tank, but use by many people all at once can run it out. Ask staff if you need the heat or water temperature in the shower house adjusted. Shower house must be swept and all trash and other items removed before departure. We recommend shower house doors be open in the daytime for ventilation and closed at supper time to avoid animal entry.

Please do not flush feminine products.

Dogs in Camp

1. If you bring a dog to camp you must bring papers with current vaccinations records, including rabies.
2. Dogs must be leashed.
3. Dogs are not allowed in the kitchen. Camp does not provide bowls or leashes for pets.
4. Dogs are not allowed on beds.
5. Dogs tend to damage the mini-blinds in cabins. Replacement fee for damaged mini blinds is \$100.
6. Pet owners are expected to scoop their dog's poop. The group will be billed \$50 if camp staff scoops.

Check Out

The group leader must check out with camp staff. Check out will take approximately 30 minutes and includes kitchen inventory, inspection and locking of all buildings, and remedy of all items not sufficiently cleaned.

Additional Fees

Late Departure, \$25 per hour, up to 6 hours. After 6 hours, an additional day will be charged.

\$50 will be charged for EACH of the following tasks that need to be done by camp staff after your departure:

- pick up cigarette butts or liter in camp
- remediate grease poured in sink
- clean one side of the shower house
- clean the dining hall bathrooms
- sweep and mop the kitchen and dish-room
- clean the griddle
- remove trash from cabins
- take trash to the dump
- sweep the dining hall
- mop the dining hall

\$10 will be charged for each pot or pan that needs to be rewashed, or rack of dishes that needs to be re-racked.

Insurance

Corporate groups will provide to Camp Turner a certificate of insurance evidencing that the Renter has in place the following coverage: Commercial General Liability: Bodily injury and property damage, products liability, completed operations and contractual liability with limits of not less than: \$1,000,000 per occurrence, \$2,000,000 general aggregate or no aggregate limit. Camp Turner and The Diocese of Buffalo shall be named as additional insured with respect to use of Camp Turner facilities under the terms of this contract.

Renter shall cause all insurance to be in full force and effect as of the date of this Contract and to remain in full force and effect throughout the term of this Contract and as further required by this Contract. Renter shall not take any action, or omit to take any action, that would suspend or invalidate any of the required coverage during the time period such coverage is required to be in effect. The policy must expressly state that it may not be cancelled or non-renewed unless thirty (30) days' advance notice of cancellation is given in writing to Camp Turner by the insurance company.

Groups from Catholic parishes in the Diocese of Buffalo are covered under diocesan insurance and need not provide a certificate. Non-corporate gatherings also need not provide a certificate.

Indemnification

As renters of Camp Turner facilities, we (attendees at the camp) agree to protect, indemnify and hold harmless Camp Turner and the Diocese of Buffalo from any and all loss, cost, damage or expense, arising out of or from any accident or other occurrence on or about these premises, causing injury to any person or property, and will protect, indemnify and hold harmless Camp Turner and the Diocese of Buffalo from any and all claims, cost or expense arising from any failure of the renter in any respect to comply with and perform all requirements and provisions agreed to and required by law or ordinance, during the rental period. Should any alcohol be served by us attendees at the camp), we as renters, hold harmless Camp Turner and the Diocese of Buffalo from any and all loss, cost, damage, expense, injury, or fatality caused to any party, first or third, resulting from the use of alcohol supplied by us. Further, the renter warrants that the above type of activity will be conducted in full compliance with all federal, state and local laws, rules and regulations and in compliance with all rules and regulations of Camp Turner and the Diocese of Buffalo.

Camp Turner is not responsible for the belongings of the Rental Group. Group participants bring personal items at their own risk and are solely responsible for their security.

Responsibility of the Group Leader

The Group Leader is responsible for the Health, Welfare and Safety of the members of his or her group. The Group Leader shall be responsible for and warrants that it shall monitor and supervise all its own programs, personnel and invitees. The Group Leader assures Camp Turner and the Diocese of Buffalo that it will provide and properly credential its staff, shall assure the character and competence of each, shall assure that its programs and personnel comply with any and all federal, state and local laws, rules and regulations, and shall assure that its program is a safe and suitable environment for the children and adult participants in attendance. The group leader will provide a roster of all those in attendance to the camp staff member on duty for the weekend.

The Group Leader agrees to the terms set out in the Rental Agreement and to uphold and enforce these terms with all in attendance. The group leader will ensure that all group participants either attend the Group Orientation or read the Guidelines for Group Rental. The group leader will ensure that all adults in attendance sign the roster indicating that they have understand all the guidelines for attendance and accept the Indemnity Agreement.

The Group Leader is responsible for the group. Should the Group need anything or if the facility needs repair, participants should e notify the Group Leader to let camp staff know. Only the group leader should contact staff.

Printed Name	Signature	Date
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Phone Number	Email Address
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