



Camp Pioneer
 P.O. Box 137
 Beverly, WV 26253
 Phone: (304) 636-3638
 Email:
 camppioneer4h@gmail.com

Group / Overnight Facility Rental Agreement

Today's Date: _____

Name of Guest or Organization: _____

Contact Person: _____ Position: _____

Mailing Address: _____
Street City State Zip Code

Primary Phone: _____ Secondary Phone: _____

Email: _____ Preferred Method of Contact: Email Phone Mail

Check-In Date: _____ **Check-Out Date:** _____ **Insurance:** Copy Provided N/A

Facility (Daily Rate):

- | | | | |
|---|-------|---|-------|
| <input type="checkbox"/> Upper Camp Exclusive Rental | \$200 | <input type="checkbox"/> Exclusive Use of Entire Facility* | \$500 |
| *Rate Applies for Resident Events
Lodging & Meals Not Included | | <input type="checkbox"/> Agricultural Complex (seats up to 120) | \$150 |
| Assembly Hall (seats up to 300) | | <input type="checkbox"/> With use of Kitchen | \$100 |
| Dining Hall (seats up to 300) | | <input type="checkbox"/> Barn / Stalls / Arena | \$100 |
| | | <input type="checkbox"/> Dakan Arena | \$150 |

Lodging:

- \$15 per person per night. (Minimum of 10 people or \$150 / night) Pillows, blankets, and linens not included.
- Dormitory style lodging.

Tygart Dorm: Sleeps approximately 120 people. Air conditioning and attached bath house.

Cheat Dorm: Sleeps approximately 60 people. Attached bath house.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Male							
Female							

Food Service:

- Minimum service of 20.
- Final meal count must be provided to the Camp Manager 10 days prior to the meal service date. The original meal count provided will be billed if no amended number is received by this date.
- Meals exceeding the pre-planned count by more than 5% cannot be guaranteed.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Meal SubTotal
Breakfast @\$7.00								
Lunch @ \$10.00								
Supper @								
\$10.00								
\$13.00								
\$17.00								
Snacks @ \$4.00								

Daily Total								
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Fees:

	Estimated	Actual	Difference	Deposit	Amount Due
Rental					
Lodging					
Food Service					
Other					
Total					

General Rules:

- Check-in after 5:00 PM on first day of rental. Check-out by 11:00 AM on departure date.
- Quiet hours are enforced from 10 PM to 7 AM.
- Camp facilities will be inspected with the Camp Manager (or designated staff member) and the renter at check-in and check-out.
- Kitchen rental includes use of appliances only and excludes use of food items, dry goods, and pantry items.
- All kitchen rentals require event insurance. See addendum #6.
- All kitchen staff must have a current Food Handler's Permit. Copies must be provided prior to use of the kitchen.
- An additional fee may be charged if an outside professional catering service is used.
- Additional cleaning fees at \$20 / hour may be applied for large events or failure of the renter to clean-up.
- No smoking at any time in any building.
- Groups decorating the premises for their events are responsible for removing all materials immediately following the event. Nails, tacks, heavy tape and staples prohibited. Use only non-damaging hanging supplies. Camp staff is not responsible for decorating for an event.
- Swimming in the ponds is prohibited by the Randolph County Health Department Regulations.
- Fishing in the ponds is allowed. Appropriate WV DNR Fishing License is required.
- The passing, throwing or kicking of articles (balls, frisbees, etc.) in any building is prohibited. Costs for damages will be the responsibility of the renter and will be due prior to departure.
- Renter/Client agrees to provide proper adult supervision and health care personnel during the entire rental time period or while the client's members are on the property of Camp Pioneer.
- Renter/ Client shall be responsible for the qualifications and proper supervisory direction of all client staff members, volunteers, and/or employees.
- Renter/ Client will be financially responsible for repairs and or replacement of property at Camp Pioneer facilities which may be damaged by actions of the client's members, guests, or visitors beyond normal use.
- Camp Pioneer has the exclusive right to sell all food and drinks. Sales of any type of food must be approved by Camp Pioneer.

Reservation & Cancellation Policies:

- Deposit: \$100 due at contract signing.
 50% of estimated total due at contract signing.
 100% pre-payment due at contract signing.
- Cancellations must be received 60 days prior to the event to avoid a 50% loss of deposit. Cancellations must be submitted in writing to the Camp Manager. In the event of a cancellation by Camp Pioneer, the renter will receive a full refund.
- Contract expires if not signed and returned with the appropriate deposit indicated above by _____.
- Make check payable to Randolph County Park & Recreation Board.

The Randolph County Park and Recreation Board, its employees or board members will not be liable for injury, or personal articles, lost, damaged or stolen. In further consideration of these agreements, client agrees to release Camp Pioneer, its Board of Directors, officers, and employees, and volunteers from any and all claims and / or damages that may arise from or incident to this Rental Agreement and the use of Camp Pioneer facilities, including but not limited to all claims for personal injury, death, or damage to property. Camp Pioneer shall be held harmless by the client from any liability for person and property of client, and its employees, guests, and all persons in and around the leased premises at the invitation of client. Client agrees to assume all liability and agrees to hold Camp Pioneer harmless from any liability for damages to any person or property in or upon the leased premises and all adjoining areas, which may be caused as a result of any reason, including but not limited to the use of alcohol, negligence of any person and accident.

Camp Pioneer will provide the services and / or facilities specified, attached hereto, during the dates and for the rates specified therein. Camp Pioneer does not rent the entire facility to a specific group unless expressly stipulated in this agreement.

This agreement is binding on all parties, and represents all the conditions relating to the use of Camp Pioneer facilities by the client and its members and visitors. No other conditions, expressed or implied, shall be binding upon either party unless agreed in writing by both parties.

Print Name of Client

Signature of Client

Date

Print Name of Camp Manager

Signature of Camp Manager

Date