



Rental Reservation Contract

PLEASE READ THE ENTIRE CONTRACT AND WELCOME LETTER BEFORE SIGNING. PLEASE PRINT REQUESTED INFORMATION.

Arrival date/time: _____ / _____			Departure date/time: _____ / _____		
Name of Group _____			Contact Person _____		
Address _____			Address _____		
City _____	State _____	Zip _____	City _____	State _____	Zip _____
Phone _____		Fax _____	Home Phone _____		Work Phone _____

Accommodations (rates are per person, per room, per night)	<u>GUESTS</u>	X	<u>NIGHTS</u>	X	<u>RATE</u>	=	<u>TOTAL</u>
Dorm Cabins (holds 38 people, includes shower /bathroom in cabin)					\$21.00		\$
A-Frame Cabins (holds 48 people, bathhouse nearby)					\$19.00		\$
RV Site (4 sites)	n/a				\$20.00		\$
Tent Site (100 sites)					\$8.00		\$
Day Use			n/a		\$5.00		\$
TOTAL HOUSING/DAY USE CHARGES							\$ _____ (1)

Prepared Meals	<u>GUESTS</u>	X	<u>MEALS</u>	X	<u>COST</u>	=	<u>TOTAL</u>
Breakfast					\$6.00		\$
Lunch					\$7.00		\$
Dinner					\$8.00		\$
Snack					\$3.00		\$
TOTAL MEAL CHARGES							\$ _____ (2)

Programs	Day and Time	<u>GUESTS</u>	X	<u>HOURS</u>	X	<u>COST</u>	=	<u>TOTAL</u>
Pool Use(available May-September)		n/a		n/a		\$100 per day		\$
Lifeguard Use (min. 3 hours)		n/a				\$20.00		\$
Low Ropes Course (min. 10 people)						\$5.00		\$
Climbing Tower (min. 2 hours, min 10 people)						\$6.00		\$
Programmed Activities (min 1 hour)		n/a				\$15.00 per hour		\$
Worship Service		n/a		n/a		\$15.00 per service		\$
TOTAL PROGRAM CHARGES							\$ _____ (3)	

Additional Fees	<u>Half Days</u>	X	<u>RATE</u>	=	<u>TOTAL</u>
Kitchen Fee			\$50.00		\$
Firewood	n/a		\$5.00 per day		\$

SUBTOTAL (1,2,3) \$ _____
 20% Housing Discount for Association Congregations (\$ _____)
TOTAL DUE \$ _____

 Rental Deposit (Minimum of 30%) (\$ _____)
 Estimated balance due upon invoicing \$ _____

To reserve our space, I will return this agreement with a **non-refundable deposit of 30%** no more than two weeks after receiving this agreement. I will **pay the full balance for any meal costs at least 1 week prior to arrival**, and understand this amount is non-refundable. **Our group will pay the final balance before our departure**, unless special arrangements are made with the camp in advance.

I understand there is a **minimum cost to operate the site and unless our group number is at least 15, Camp Lutherwood has the right to schedule other, non-conflicting groups during the same time or to charge for the minimum 15 people.**

If more attend than the number reserved, our group will pay for all who attend; **if less attend than the number reserved, our group will pay for the number reserved.** I understand any changes in the number reserved must be made with the camp office no less than 1 week prior to arrival.

Our group will abide by any and all rules posted or stated by camp staff while on the site. I understand **that our group will pay for any damages or repair costs caused by the misuse of facilities by our group** and I will promptly report any damages to the camp staff. I will see that all injuries are immediately reported to the camp staff. I will see that adequate adult supervision is provided for youth in each cabin or campsite. I understand that no pets are allowed except service animals. I understand there are additional costs for canceling this contract and **agree to pay the cancellation fee as outlined in the Rental Policies.**

I, the undersigned, have read the above agreement and agree to its stipulations and provisions. I accept responsibility for our group while at the site.

Signature by User Group Representative	Print Name	Date
Signature by Camp Lutherwood Representative	Print Name	Date

Mail the completed contract and deposit to: Camp Lutherwood Questions: contact us at 541-998-6444 or
22960 Hwy 36 email office@lutherwood.org
Cheshire, OR 97419