

RENTAL AGREEMENT

This Agreement is Between

NANOOSE BAY PENTECOSTAL CAMP

2531 Nanoose Beach Rd., Nanoose Bay, B.C. V9P 9E5

P: 250-468-7644 F: 250-468-7453 E: office@nanoosebaycamp.ca

AND

Name of Group (hereafter known as the "GUEST")

Contact Person: _____ Tel #: _____ E-Mail: _____

Guest Tel #: _____ Fax #: _____ E-Mail: _____

Address: _____

THE GUEST AND NANOOSE BAY PENTECOSTAL CAMP AGREE AS FOLLOWS:

1. The Guest will hold a camp, retreat, family reunion or other activity in Nanoose Bay Pentecostal Camp from _____ to _____, 202____.
2. The Guest agrees to pay a non-refundable reservation deposit attached to the signed agreement of \$250.00 for groups under 75 people or \$500.00 for groups of over 75 people. A reservation for the named facilities will be confirmed upon Nanoose Bay Pentecostal Camp's receipt of (a) the appropriate non-refundable reservation deposit and (b) the signed agreement.
3. The Guest agrees to notify Nanoose Bay Pentecostal Camp as to the tentative number of beds, facilities, food &/or equipment deliveries and set up requirements (15) days prior to arrival.
4. The Guest further agrees that Seven (7) days prior to arrival, final numbers will be provided to Nanoose Bay Pentecostal Camp. This final number will be the minimum charged and a decrease in number of guests will not be considered in reducing the total balance owing. However, this number may be increased on the day of arrival and invoiced accordingly. Any selfcontained cabins reserved by the Guest will be charged for, whether they are used or not.
5. The Guest shall be billed for all facilities, including number of day guests, on the day of departure. Payment is due prior to departure from Nanoose Bay Pentecostal Camp. If payment is not received at that time, a five (5) percent fee will be added immediately to the amount due (and an additional two (2) percent at the end of each month).
6. The Guest agrees that, unless prior suitable arrangements have been made through Nanoose Bay Pentecostal Camp, registration of groups (conducted by group leaders) will be no earlier than 3:00 p.m. on the arrival date and check-out time will be no later than 11:00 a.m. on the day of departure.
7. The Guest agrees to pay the rates in effect for the year of the rental and understands the rates are non-negotiable.

8. The Guest agrees to comply with the attached Policies and Guidelines of Nanoose Bay Pentecostal Camp, Cleaning Guidelines (copies will be provided upon arrival or prior to arrival upon request) and all other rules posted in the facilities and/or on the grounds.
9. The Guest agrees that the facilities may be shared with one or more groups unless a minimum of 75 people is guaranteed when booking. In case of more than one group on site at a time, the group booking first will have priority in all arrangements provided that all deadlines are met.
10. The rental of the buildings or a portion thereof by Nanoose Bay Pentecostal Camp does not imply endorsement of the organization or people, nor affirmation of the beliefs of such organizations or persons.
11. **The Guest is required to provide a copy of their Commercial General Liability Insurance with a minimum amount of \$5,000,000.00 per occurrence and \$2,000,000.00 Abuse coverage. The liability policy must show Nanoose Bay Pentecostal Camp as an "Additional Insured". A copy of proof of insurance must be on file at the camp office prior to the start of your rental.**
12. The Guest does hereby indemnify, agree to defend, and hold Nanoose Bay Pentecostal Camp harmless from any and all loss, damage, or injury to any person or persons whatsoever, or property, arising from any cause or reason whatsoever in or about the Nanoose Bay Pentecostal Camp grounds of the described facilities; and the Guest further agrees to waive all the claims against the Nanoose Bay Pentecostal Camp on account of any loss, damage, or injury from whatever cause which may occur to it on its property in the use and occupancy of the Nanoose Bay Pentecostal Camp premises; and the Guest agrees to promptly and upon demand, reimburse Nanoose Bay Pentecostal Camp for any damage done to the Camp premises or equipment, and for equipment lost or stolen by the Guest or anyone attending its activities.
13. This agreement constitutes the entire understanding and agreement of the Guest and Nanoose Bay Pentecostal Camp with respect to the camp, retreat, family reunions or other activity and there are no other agreements except as set forth herein or attached hereto. This agreement is not valid unless countersigned by a representative of Nanoose Bay Pentecostal Camp.

I agree that as the "person responsible" for the _____ group, I will take full responsibility for the group's activities and any funds owing. I also understand & agree that my credit card will be charged for any additional cleaning required at a rate of \$50.00/hr if cleaning is not acceptable. **Initial:** _____

NOTE: Rates indicated in this document are for 2020. Events taking place in 2021 will be subject to rate changes for that year, regardless of when booked.

GUEST:
NAME: _____

NANOOSE BAY PENTECOSTAL CAMP:
NAME: _____

SIGNATURE: _____

SIGNATURE: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

<u>CABIN ACCOMMODATIONS</u>	<u>GROUP RENTALS - **GST NOT INCLUDED**</u>	<u>TOTAL</u>	<u># of Guests</u>	<u>ACCOM REQ (X)</u>
CABIN 230	MAX 5: 1 queen bed, 1 queen bunk with single up	\$ 65.00		
CABIN 236A	MAX 2: 1 queen bed	\$ 43.00		
CABIN 236B	MAX 3: 1 queen bunk with single upper	\$ 53.00		
<i>CABIN 236A & B as one</i>	<i>MAX 5: 1 Q bed & 1 Q bunk with single upper</i>	\$ 80.00		
CABIN 237	MAX 5: 2 queen beds & single hide-a-bed	\$ 60.00		
CABIN 243	MAX 2: 1 queen bed	\$ 47.00		
CABIN 246	MAX 2: 1 queen bed	\$ 55.00		
CABIN 254	MAX 4: 2 double beds	\$ 60.00		
CABIN 470	MAX 7: 1 queen bunk w single up; 2 single bunks	\$ 55.00		
Children 5 & under free	Extra guests 6 & over in cabins above	\$ 10.50		
Bed & Bath Linens not supplied	**RATES ABOVE BASED ON DOUBLE OCCUPANCY			
<u>DORMS & DAY GUESTS</u>	GROUP RENTALS **GST NOT INCLUDED**	<u>TOTAL</u>		
OVERNIGHT GUESTS	5 and Under FREE	\$ 14.25		
DAY GUESTS	(incl day guests in private cabins) 5 and Under FREE	\$ 3.25		
<u>CAMP BUILDINGS</u>	<u>BASED ON PER DAY or Portion Thereof - *GST NOT INCL*</u>	<u>TOTAL</u>		
KITCHEN/DINING HALL	PER DAY or Portion Thereof	\$ 260.00		
	PER SINGLE MEAL EVENT USE	\$ 133.00		
FULL AUDITORIUM FACILITY	(INCL Auditorium, Games & Conference Room only)	\$ 143.00		
AUDITORIUM only	HEAT IS NOT AVAILABLE	\$ 97.00		
CONFERENCE ROOM only		\$ 33.00		
GAMES ROOM only		\$ 33.00		
GYMNASIUM	HEAT IS NOT AVAILABLE	\$ 72.00		
LODGE	MAX 50: Max for meals 40	\$ 97.00		
CABIN 470	DAYCARE USE - NO OVERNIGHT ACCOMMODATION	\$ 46.00		
FIRST AID ROOM	NURSE ACCOMMODATION (based on single occupancy)	\$ 33.00		
	Extra guests 6 & over in First Aid Room	\$ 10.50		
<u>R.V. SITE RATES</u>	** GST NOT INCLUDED **	<u>TOTAL</u>		
FULL SERVICE	IF AVAILABLE	\$ 36.00		
NO SERVICE / TENT	IF AVAILABLE	\$ 31.00		
Children 5 & under free	Extra guests 6 & over in RV sites above	\$ 3.00		
	BASED ON: 1 family or 4 people to a RV/camp site			
NO PETS IN CAMP BUILDINGS	IF PET IS DETECTED IN ANY CAMP BUILDING, THE	\$ 250.00		
	GUEST WILL BE ASKED TO LEAVE THE CAMPGROUNDS			
	IMMEDIATELY. THE RENTAL GROUP WILL BE CHARGED.			

PLEASE NOTE: Effective January 1, 2014 - it is mandatory by the Vancouver Island Health Authority (VIHA), for user groups to complete and submit an APPLICATION TO OPERATE - A Temporary Food Service. To access the form, please Google Application to Operate – A Temporary Food Service.

NOTE: Site & Equipment Layout Plan and a list of facilities are currently on file with VIHA. This form must be emailed to Stacey Sowa at 'stacey.sowa@viha.ca' at least 14 days prior to your event. An approved copy of the "Application to Operate" must be displayed in a conspicuous place during your event.

NBPC - RENTAL POLICIES & GUIDELINES

1. The person signing the rental agreement is responsible for the care of the property and equipment. He/she agrees to be responsible for all damage and/or replacement costs.
2. Quiet time at Nanoose Bay Camp starts at 11:00 pm and ends at 8:00 am. Please advise the Camp Staff should you plan any late-night activities for your camp. The main access gate will be locked at 10:00 p.m. (Apr 1 – Sept 30) and when dark from Oct 1 – Mar 30 unless otherwise arranged with the Camp Staff.
3. All Youth and Children's Groups must have adequate adult supervision. All programs must have qualified leadership. Equipment is to be used only with qualified supervision. NBPC is a rustic campground & may not be suitable for all groups.
4. Grounds, facilities & equipment must be maintained & left clean & tidy. Equipment must be returned to its proper place.
5. You are responsible to clean all camp buildings, washrooms and cabins that are used by your camp. All facilities used must be inspected by Camp Staff & person responsible prior to departure. A copy of the NBPC Cleaning policy & checklist will be provided upon arrival at the camp. **NBPC does not supply aprons, foil, cling wrap, gloves or other cooking supplies.**
6. You are responsible to follow the waste compost, disposal & recycling plan posted in each cabin, Kitchen & Dining Hall.
7. The use of candles or any other open flame device is prohibited at all time.
8. No technical or sound equipment is provided by Nanoose Bay Pentecostal Camp but is available to rent. Please contact Camp Staff for further information. Rental groups are responsible for their own bedding, towels and toiletries.
9. **It is mandatory by the Vancouver Island Health Authority (VIHA), to have all user groups complete an APPLICATION TO OPERATE - A Temporary Food Service. An approved copy of the "Application to Operate" must be faxed or emailed to the camp office one week prior to your camp and the original must be displayed in a conspicuous place during your event.** Please see details on Page 3.
It is also mandatory that there be one or more person(s) in the kitchen who holds a Food Safe Certificate and that person(s) must enforce the food safe standards. Copies of the NBPC Food, Safety & Sanitation plan are located in the kitchen to be read and adhered to at all times. **A copy of the Food Safe Certificate must be posted in Kitchen.**
10. The possession and use of firearms, alcoholic beverages and non-prescription drugs is strictly prohibited anywhere on Nanoose Bay Pentecostal Campgrounds. **Smoking, Vaping &/or Cannabis of any kind is not permitted** in the buildings or on the grounds of Nanoose Bay Pentecostal Camp.
11. **PETS are NOT PERMITTED:** Pets are not permitted in any camp cabin or camp buildings on the campground.
12. **NOTHING FROM THE BEACH** - Cabin renters &/or their guests are not permitted to bring any items from the beach on to the camp property. This includes but is not limited to: shellfish, crab, seaweed, oysters or any other sea creatures.

NOTE: Failure to comply with the above guidelines may result in the guest(s) being asked to leave immediately and the rental group will be charged \$250.00. INITIAL: _____

13. There is a charge of \$25.00/key for keys not returned at time of checkout.
14. Lost and found items are the responsibility of the rental group's Director and must be taken when the rental group leaves. Any unclaimed items will be held for 14 days only and will be disposed of at the discretion of NBPC staff.

I agree that as the "person responsible" for the _____ group, I will take personal responsibility for the group's activities, end of camp cleaning and any funds owing. Failure to comply may result in immediate eviction without notice and loss of deposit. I also understand & agree that my credit card may be charged for any damages &/or additional cleaning required at a rate of \$50.00 per hour if cleaning is not acceptable. Credit card # required at time of check-in. INITIAL: _____

The signed original of this document is to be returned with your deposit and the completed Rental Agreement.

NAME (PRINT) : _____ SIGNATURE: _____

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**Office use only: To be completed upon check-in.**

VISA/MC/AM EXP: \*Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_/\_\_\_\_ Security Code: \_\_\_\_\_