



Box 297, 5201 Sunset Drive  
Alberta Beach, Alberta  
ToE oAo

Tel 780-924-3533 Fax 780-924-3327  
sunsetpointcaretaker@gmail.com  
www.sunsetpointcamp.com

## GROUP RENTAL GENERAL INFORMATION AND RESPONSIBILITIES

### **Booking Requirements**

To secure booking the Rental Contract must be signed and returned with the reservation deposit within **two weeks** after receiving this packet. (Rental applications may be subject to the approval of the Sunset Point Christian Camp Foundation (SPCCF). Board). If the renter cancels the rental they forfeit the reservation deposit; however we can transfer the deposit to their next booking within 2 years. Final payment is due on receipt of final bill. Cheque are to be made payable to Sunset Point Christian Camp Foundation.

### **Renter Responsibilities**

1. Group Organizers are required to be first to arrive and meet with the Camp Manager(s) or representative. They must be in attendance during the whole event. The rental group is responsible for their on transportation. The rental group is also responsible for their **own first-aid supplies** and **first-aid representative**.
  - Christian Center & Cabins: Renters are responsible for bringing their own sleeping bags, pillows, towels and personal toiletries.
  - Elim Lodge: All bedding and linens are provided. Renters need only bring personal toiletries.
2. Camp Manager(s) will provide you with a booklet outlining your camp care responsibilities.
3. Return any borrowed items to the Camp Manager(s) or Camp representative. The renter agrees to leave the grounds, buildings in the same clean conditions as when they arrived.
4. The cost of repairing any damage done by your group, or extra clean-up cost **must** be paid for when a written statement is presented to your organization.
5. The representative from the rental group will inform all members of their group of the **“General Camp Rules”** which are posted emphasizing that the campground is **a non-smoking facility and alcohol is prohibited**. Quiet time is from 12:00AM to 7:00AM.
6. The Renter shall not do or permit anything to be done to the Campground which could be considered detrimental to the moral status of the camp in the operation of the Campground as a Christian institution for uplifting Spiritual and moral values.
7. The renter shall allow members of the SPCCF churches that are at the camp to attend church services.

### **Extra Information**

Yearly renewable contracts are available. SPCCF is a non-profit organization and we accept donations and or volunteer work, if anyone is interested, please let our camp manager(s) know. Thank you.



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**SLEEPING CAPACITY LIST**

<b>Christian Center Upper Level (Sleeps Max 68 based on 4 people per double bunk and 2 person per single bunk bed)</b>							
Room No.	1	3	5	7	9	11	13
Single bunk Beds	2	2	2	2	2	2	2
Double bunk Beds	2	2	2	2	2	2	2

Room No.			4	6	8	10	12
Single bunk Beds			2	2			2
Double bunk Beds			2	2	2	2	2

<b>Christian Center Lower Level (Sleeps Max 70 Based on 4 people per double bunk and 2 person per single bunk bed)</b>							
Room No.	1	3	5	7	9	11	13
Single bunk Beds	2	2	2	2	2	2	2
Double bunk Beds	2	2	2	2	2	2	

Room No.			4	6	8	10	12
Single bunk Beds			2	2			2
Double bunk Beds			2	2	2	2	2

**Christian Center Suite**, kitchen, sitting area and 2 bedrooms with Queen size beds (sleeps 4 based on 2 people / queen)

<b>Elim Lodge (Sleeps Max 56 with Occupancy Based on 2 people per Queen and 1 person per double size bed)</b>			
Beds	Upper Floor	Main Floor	Beach Level
1 queen	3 rooms	3 rooms	2 rooms
1 queen + 1 double	1 rooms +2 room Handicap	1 rooms +1 room Handicap	1 rooms
2 queen (separate bedroom)	2 rooms	2 rooms	

<b>Duplex</b>	
Rooms	2
Each room sleeps	6

**Camp Owned Cabins with Kitchenette** | See Camp Manager(s) for availability and details



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**RATE SHEET  
 (May 15 to September 30)**

<b>Christian Center</b> Dorm rooms plus Gymnasium Kitchen & Fireside Room (Friday, Saturday night or Stat holidays)	7 Rooms \$800/night (single night \$1200)	Additional Dorm rooms (up to 17 rooms) \$30/night (Single night stay \$50)
<b>Christian Center</b> Dorm rooms plus Gymnasium Kitchen & Fireside Room (Sunday thru Thursday night)	7 Rooms \$560/night (single night \$800)	Additional Dorm rooms (up to 17 rooms) \$20/night (Single night stay \$40)
<b>Christian Center Suite</b> (kitchen, bathroom and 2 bedrooms)	Up To 6 people \$100/night (single night \$130)	Over 6 people an additional \$5/person

<b>*DAY USE</b>	
<b>*Fireside Room</b> Max 75 people \$300/day	<b>*Board Room</b> Max 30 people \$100/day
<b>*Gymnasium &amp; Kitchen</b> Max 350 people \$1000/ Saturday, Sunday or Stat holiday, \$700/week day	<b>*Basement</b> Max 30 people \$60/day

<b>Main Tabernacle</b> Seats 850 people \$400/day (Seasonal)	<b>Youth Tabernacle</b> Seats 400 people \$250/day (Seasonal)
<b>Children's Tabernacle</b> Seats 300 people \$250/day (Seasonal)	<b>Tuck Shop &amp; Picnic Gazebo</b> up to 100 people \$100/day (Seasonal)
<b>Christian Center</b> all rooms except for suite, <b>Main Tabernacle, Youth Tabernacle., Children Tabernacle, Tuck Shop/Gazebo &amp; Sport Equipment</b> \$1900 per Friday, Saturday night or Stat holiday (Single night \$2700) \$1300 per day Sun thru Thurs night (Single night \$1900)	

<b>Elim Lodge</b> (Roll Away Cot \$10/night, Mini fridge \$5/night check availability when booking)			
<b>Hotel Rooms</b> Friday, Saturday night or Stat holidays	1 queen \$90/night (single - \$125/night)	1 queen & 1 double \$110/night (single - \$145/night)	2 queen separate room \$125/ night (single night \$160)
<b>Hotel Rooms</b> Sun thru Thurs night	1 queen \$55/night (single night \$85)	1 queen & 1 double \$65/night (single night \$95)	2 queen separate room \$75/night (single night \$105)
<b>Beach Meeting Room</b> 40 people has oven, fridge and sink dishwasher and dishes - good for small groups \$500/day (Groups renting 5 hotel rooms \$200/day)	<b>Chapel</b> Seats 140 people \$500/day (Groups renting all rooms \$250/day)		
<b>Dining/Meeting Hall and Kitchen</b> Max 120 People \$1200/Saturday Sunday or Stat holiday, \$800/week day (Groups renting 10 hotel rooms \$300/day)	<b>Elim Lodge all rooms excluding</b> Chapel and Beach rooms \$1700 per Friday, Saturday night or Stat holidays (single night \$2600) \$1200 per day Sunday thru Thursday night (single night \$1700)		

**Seasonal Rental May 1 thru October long weekend (weather permitting)**

<b>Common areas</b> are nonexclusive and shared. Time slots may be booked check with office in advance.	
<b>Sports Center Fields</b> up to 200 people Basketball Court \$0, volley ball \$0, Small Field area \$0	<b>Sports East Fields</b> up to 250 people Baseball Field \$0, volleyball Field \$0, Soccer Field \$0
<b>Bon Fire Area</b> up to 50 people \$0	<b>Play Ground and Beach</b> not bookable shared
<b>Extra Equipment</b> Barbeque \$25/day	

<b>Duplex</b> Up To 6 people (Seasonal)	\$55/night (single night \$75)	
<b>Cabins</b> Max 4 people (Seasonal)	\$45/night (single night \$60)	Over 4 people an additional \$5 / person/night
<b>Deluxe cabin</b> with Bathroom(no shower or bathtub)(Seasonal)	Max 6 people \$105/night (single night \$125)	

<b>Daily Tents, Trailers and RV sites</b> (Seasonal)	Tenting site \$22/night with Power \$23/night	RV Site Power water \$30/night	RV Site Power Water Sewer \$40/night
<b>Additional RV site service</b>	Firewood \$20 per approximately 1/6 cord (20 cu ft.)		



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(October 1 to May 14)

<b>Christian Center</b> Dorm rooms plus Gymnasium Kitchen & Fireside Room (Friday, Saturday night and stat holidays)	7 Rooms \$560 (single night \$840)	Additional Dorm rooms up to 17 rooms \$20 per night/room (Single night \$35)
<b>Christian Center</b> Dorm rooms plus Gymnasium Kitchen & Fireside Room (Sunday thru Thursday night)	7 Rooms \$400 (single night \$600)	Additional Dorm rooms up to 17 rooms \$15 per night/room (Single night \$30)
<b>Christian Center Suite</b> (kitchen, bathroom and 2 bedrooms)	Up To 6 people \$70/night (single night \$95)	Over 6 people an additional \$5/person
<b>*DAY USE</b>		
<b>*Fireside Room</b> Max 75 people \$200/day	<b>*Board Room</b> Max 30 people \$70/day	
<b>*Gymnasium &amp; Kitchen</b> Max 350 people \$700/Saturday, Sunday or Stat holiday, \$500/week day	<b>*Basement</b> Max 30 people \$40/day	

<b>Elim Lodge</b> (Roll Away Cot \$10/night, Mini fridge \$5/night check availability when booking)			
<b>Hotel Rooms</b> Friday, Saturday night or Stat holidays	1 queen \$60/night (single night \$90)	1 queen & 1 double \$80/ night (single night \$110)	2 queen separate room \$90/ night (single night \$120)
<b>Hotel Rooms</b> Sun thru Thurs night	1 queen \$40/night (single night \$60)	1 queen & 1 double \$50/night (single night \$70)	2 queen separate room \$60/night (single night \$80)
<b>Beach</b> Meeting Room 40 people, has oven, fridge and sink dishwasher and dishes good for small groups \$350/day (Groups renting 5 hotel rooms \$100/day)	<b>Chapel</b> Seats 140 people \$350/day (Groups renting all rooms \$175/day)		
<b>Dining/Meeting Hall and Kitchen</b> Max 120 People \$850/Sat Sunday or Stat Holiday, \$600/week day (Groups renting 10 hotel rooms \$200/day)	<b>Elim Lodge all rooms excluding</b> Chapel and Beach Rooms \$1200 per Friday, Saturday night or Stat holiday (single night \$1800) \$840 per day Sunday thru Thursday night (single night \$1200)		

1. Check in time is 6:00 PM and **check out time for cabins, hotel/dorm rooms is 11:00 AM** (Meeting Rooms and RV sites 2:00PM). Early check in or late check-out time must be requested in advance and if available may be charged up to an additional **20%** for that day.
2. Late check-out time must be requested in advance and if available may be charged up to an additional **20%** for that day.
3. Separate booking of day use meeting rooms, dining halls, kitchens, sports fields, tabernacles and chapel may only be available to groups that are also booking overnight in dorm and hotel rooms. This is dependent on time of season and how busy facility is. In some instances these may only be booked 3 months in advance. Check with office at time of making reservations.
4. Day use rooms check in time 6:00 PM previous night and Check out time 5:00 PM next day.
5. For the kitchen in some situations the renters will have to allow pre deliver access for food for the next group coming in. If there are no bookings early or extended access to the kitchen only, is charged at **1/3 the rate listed above**.



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GROUP RENTAL CONTRACT

Organization Name: \_\_\_\_\_ C/O: \_\_\_\_\_

Telephone \_\_\_\_\_ Cell \_\_\_\_\_

Fax No. \_\_\_\_\_ Email \_\_\_\_\_

Group Address: \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ P.C. \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Time: \_\_\_\_\_ Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_

Facilities Required: \* Extra charge

Christian Center (Include Kitchen, Fireside room, Gym & 7 rooms)\_# \*extra rooms needed \_\_\_\_\_ (Christian Center as 24 rooms)
\*Board Room \*Basement Gym \*Suite \*BBQ \*Water # of bottles \_\_\_\_\_
Elim Lodge full building (excluding Chapel) Elim Lodge: all rooms \_\_\_\_\_ or \* # of Rooms \_\_\_\_\_ \*Kitchen/Dinning
\*Chapel \*Beach Meeting Room \*Roll Away Cot \*Small Fridge \*BBQ \*Water # of bottles \_\_\_\_\_
Full Camp (Include Christian Center, all Tabs, Tuck shop, excluding Elim Lodge) \*Tuck Shop & Picnic Gazebo
\*Tabernacle: \_\_\_Main \_\_\_ YT \_\_\_ CT \*RV # \_\_\_\_\_ \*Cabin # \_\_\_\_\_ Sport Field Bon Fire Area

Approximate Number of Persons: \_\_\_\_\_ Total Cost of Booking: \$ \_\_\_\_\_

To confirm booking the first day/nights nonrefundable fee must be paid in advance as a deposit Amount \$ \_\_\_\_\_

Paid by  Cheque#: \_\_\_\_\_  Debit  E-Transfer\*\*  MasterCard  Visa Card #: \_\_\_\_\_

Name of Card Holder \_\_\_\_\_ Expiry Date \_\_\_\_\_

\*\* e-Transfer email is for payment only spccfpayment@gmail.com – question: What is the name of the camp – answer: Sunset.
All other correspondence or the contract is to be sent to the camp email sunsetpointcampcaretaker@gmail.com.

Balance Amount \$ \_\_\_\_\_ of payment is due on receipt of final bill.

We, the Renter, will not hold the Sunset point Christian Camp Foundation(SPCCF) responsible for any medical or personal injury or any other loss or damage and therefore waive any and all claims against, SPCCF, or its agents, employees, contractors, lessees, or assigns, and we will indemnify any or all of the above persons from any and all direct or indirect losses, claims, damages, or expenses suffered, resulting directly or indirectly from our rental or use of the Facility(ies) and our related activities, whether due to the negligence of said persons or otherwise. We acknowledge that it is our responsibility to ensure that we and our participants are insured against personal injury, loss, property damage, or any other loss or damage that might be incurred by our participants or camper(s).

In the event of any injury or illness, we authorize SPCCF personnel, staff or designate to seek and obtain such emergency or medical services for our camper(s) as may be deemed necessary at the time. If the renter is not underwritten by an organization, the renter agrees to be individually responsible for the financial provisions of the Rental Contract.

I have read and agree to the conditions as stated in "Rental Group General Information and Responsibilities", and the "Rental Contract". Rental Group (Renter) Representative:

Print Name Signature Date

Return a copy of the Rental Contract with Reservation Deposit to the address indicated on top of page.

Accepted by SPCCF Representative: Signature