

Section 15: Camp Facility Rentals

15.1 Policy Regarding Camp Rentals

Sep 2010

Article III of the Society's mission statement (*Section 1.1.1*) states, "Rock Lake United Church Camp will: offer our hospitality to groups who desire to provide programs and activities in the natural setting of our camp;" and Articles IV & V of the Rock Lake United Church Camp Society's objectives (*Section 1.2*) state: a) "To offer use of the camp to other groups", and b) "To continue fund-raising by renting the camp and operating the adjacent campground, thereby ensuring our continued financial self-sufficiency", thus it is the Society's policy to rent out the church camp to other user groups when it is not being used by the Society itself.

15.1.1 Authority

Feb 2015

Registrar

As per (*Section 2.3.3*), a registrar, will be appointed by the Society from among its Board members. Said Registrar will be responsible for renting the Camp to outside users following all rules and policies as determined by the Society and for maintaining a schedule of its use.

Camp Caretaker

Apr 2014

The management of the Camp is under the direction of the Caretaker who, as a Contractor, is contracted by and reports to the Society through the Director of Property & Maintenance.

In addition to providing year round security by living in the house provided on the site rent free, under the terms of a negotiated contract, the Caretaker is responsible for the management of, and all minor maintenance for the Camp, Campground & house (*Appendix 2*).

15.1.2 Priority

Oct 2016

(*Article 9*) of the Society's Constitution & By-Laws (*Appendix 1*) details the priorities that the Registrar must follow when renting out the camp to other users. It is repeated here for ease of access.

"In view of the use of the camp by other than United Church groups, a priority in booking shall be as follows:

1. United Church camps shall have first priority. United Church groups shall confirm booking dates by October 15th of the year preceding their camps. Confirmations are to be made with the Registrar. No other party shall have priority over these dates, regardless of past bookings.
2. Following United Church bookings, priority shall be given to:
 - b) United Church affiliated groups (e.g. Cub groups, CGI T)
 - c) Other Christian churches

- d) Community groups (e.g. Cubs, Brownies)
- e) Schools
- f) Recreation Associations
- g) Family Reunions

Past bookings of various groups will be taken into consideration if their requests are forwarded to the Registrar of the Rock Lake Camp Board prior to the registration deadline of October 15th of the year prior to their camp. Any dates that are available after that time are available on a first come, first serve basis."

15.1.3 Insurance Sep 2010

All renters of the camp must carry their own medical, liability & use of property insurance and are responsible to ensure that the United Church of Canada, BC Conference, the Rock Lake United Church Camp Society & the British Columbia Camping Association are listed as co-insured under their policy.

15.1.4 Rates Feb 2015

The rates for renting the camp are set annually by the Board and can not be amended without Board approval. Current rates are listed at (*Schedule 12*).

15.1.5 Rental Application & Agreement Form Feb 2015

A sample Rental Application and Agreement Form is included at (*Form 1*). The Registrar may amend the form as he/she sees fit, keeping in mind the following information:

1. It must remain an 'Application' giving the Society the right to refuse any request without explanation.
2. The nightly fee is to be set annually by the Board.
3. The fifty per-cent (50%) deposit must remain intact unless amended by the Board.
4. The waiver, as detailed below, must not be changed without Board approval.

WAIVER: The applicant (Renter) covenants with the Rock Lake United Church Camp Society (Landlord) to indemnify and save harmless the Landlord against and from any and all claims for personal injury or property damage arising from the conduct of or by or through any act or omission of the Renter and against and from all costs, counsel fees, expenses and liabilities incurred in or about any such claim or any action or proceeding brought thereon, whether such claim arises from the Renter's activity on or off the camp property. The Landlord shall not be liable or responsible in any way for any loss or damage or injury to any property belonging to the Renter or for which the Renter may be responsible whether such property is on or off the camp property.

I, the Undersigned, am responsible for my group. I have read the Rules and Regulations (including but not limited to the Rates and the Cancellation Policy) and agree to abide by

them. I further agree to pay the balance of our rental fee on or before May 15th of our event year to the Registrar at the above address."

15.1.6 Rules & Regulations

Sep 2010

All users of the Camp must adhere to the Rules and Regulations for Camp use as defined in *(Appendix 7)*.

15.2 Site Details

Sep 2010

All details of the camp as to location, facilities & services are detailed in *(Section 3)* of this manual.

A site map (not to scale) of the Church Camp is included at *(Schedule 1)*.

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