



**1101 Camp Road
Leonard, Michigan 48367
(248) 628-3108 phone
www.echogrove.org**

RULES AND REGULATIONS

YOUR SIGNATURE REQUIRED – PLEASE READ THOROUGHLY

Guest Group hereby acknowledges receipt of, and agrees to abide by, the guidelines described within this Contract and those posted on the grounds or communicated by Echo Grove personnel. The Guest Group Leader accepts the responsibility of communicating and implementing these guidelines to the participants and will follow through to ensure compliance.

The Guest Group shall assist in placing in order all facilities it has occupied or used on departure. The Guest Group Leaders are expected to maintain order of their group at all times and prevent damage to Echo Grove property. The Guest Group agrees to pay for the cost of damages to the property and equipment beyond normal wear and tear which will be assessed upon departure by Echo Grove staff.

The following are not permitted on Echo Grove property: pets, alcoholic beverages, illegal drugs, melons, firearms, knives or other weapons, fireworks or explosives. Smoking or use of other tobacco products, including vaping is permitted only if prearranged authorization is granted by Echo Grove, but not inside any building, including housing units.

Abuse of Echo Grove equipment and facilities will not be tolerated. Do not write on tags, misuse or harm any equipment of property. Immediately report any broken or defective equipment or facilities to an Echo Grove staff member.

Swearing or vulgar language is not permitted.

Respect others and their property.

Guest Group and its members agree not to create any nuisance, disturbance, or to harass or threaten other Guest Groups, guests or personnel, or commit acts of moral turpitude or fraud while using Echo Grove facilities. Breach of this covenant will result in immediate revocation of camp privileges. No part of the Total Reservation Fee shall be refunded.

Echo Grove shall not be liable for the loss or theft of, or damage to, the personal property of any Guest Group or its members.

Quiet hours are to be observed from 10PM to 7AM.

The Guest Group will vacate Echo Grove no later than 5 hours after their last scheduled meal. Check in time is 3pm and check out time is 11 am.

The use of candles or any other open flame is not permitted inside any building, nor within fifty (50) feet of any building.

Meals will be served at the agreed times and we request that the group participants arrive collectively to ensure the best food quality. The serving lines will remain open 15 minutes or a suitable time based on the size of your group. Echo Grove does not guarantee availability or quality of meals beyond this reasonable period.

Echo Grove is happy to accommodate groups with special dietary needs such as vegetarians and diabetics. Please have each delegate with these needs noted on the special dietary form no later than 10 days prior to the start of your event.

No food is to be taken from the Dining Hall unless prearranged by a member of the Echo Grove staff.

RULES AND REGULATIONS | PAGE 2

Guests are not permitted to bring food that must be refrigerated or heated onto the facility without prior authorization. Pre-packaged snacks are permitted and are also available for purchase at the camp snack bar.

Every overnight Guest Group using Echo Grove facilities will receive one meeting area free of charge which, will be assigned by Echo Grove based on the group size and needs. Additional meeting areas may be rented and/or assigned, if available. Assignment and availability will be finalized no later than 10 days prior to the beginning date of your reservation.

Echo Grove reserves the right to book multiple groups simultaneously if facility capacity allows. In this event, we request group leaders encourage those in their charge to show due consideration to other guests. A guaranteed minimum of 250± or more people is required for exclusive use of the facilities.

All Waterfront, Pool, Shooting Range and Ropes Course activities can only be used when scheduled and supervised by Echo Grove staff members. A fishing license is required for anyone 17 years of age or older to fish. Girls are required to have one-piece bathing suits or wear a dark colored t-shirt over a two-piece suit. A cover up is required while walking to and from the pool. Shoes are always required when walking outdoors.

Every bed at Echo Grove is furnished with a blanket at no charge. Sheets are available upon request no later than 10 days prior to the start of your event for a fee of \$3.50 per set. If sheets are not requested, arrangements for other bed coverings is the responsibility of the Guest Group.

While some members of Echo Grove staff have training in First Aid and CPR, Echo Grove does not employ medical staff. Groups are advised to provide medical personnel trained in CPR and First Aid by a nationally recognized provider to be responsible for the group's first aid and emergency care needs. Echo Grove may assist in First Aid only on a back-up basis. Groups are also advised that in the event of a medical emergency, transportation is the responsibility of the group.

We advise that Guest Group Leaders have the following information about all of their participants, especially minors unaccompanied by a parent or guardian: name, address, emergency contact names and numbers, allergies, health conditions requiring treatment, and any health restrictions or accommodations required (for minors, signed permission to seek emergency medical treatment).

We advise that guest groups provide appropriate persons with the responsibility, authority and training to provide direct supervision of youth campers at a ratio of 1 adult volunteer/staff member for every 10 campers. We also advise that a youth camper should never be in a confined area alone with an adult camper or staff member.

The State of Michigan requires any program that supervises minors away from parents or guardians for more than 12 hours per day for 5 or more days, including at least 1 overnight, in any 14-day period obtain a license for operation from the Michigan Department of Human Services. The Guest Group Reservation Contract does not fulfill this requirement. Compliance with and the obtaining of license are the sole responsibility of the Guest Group identified in the Contract. This facility is operated in compliance with the rules of licensure in physical plant and support services secured by contract. All other staffing, programmatic, operational and administrative compliance are the sole responsibility of the Guest Group.

Anyone who violates the rules and regulations is subject to immediate expulsion from Echo Grove Camp and Retreat Center, indefinitely. Under such circumstances, there shall be no refunds of any fees or deposits.

ADDITIONAL TERMS AND CONDITIONS

These Rules and Regulations may be modified from time to time, are part of this Guest Group Reservation Contract, and Guest Groups and their members are obligated to observe and comply with them. Change in fee schedules and hours of operation may be made at any time and without notice. Echo Grove reserves the right to monitor, in its sole discretion, proper use of equipment, facilities and behavior of Guest Groups.

SIGNATURE OF GUEST GROUP REPRESENTATIVE

DATE