

CAMP RENTAL AGREEMENT
HASTINGS LAKE BIBLE CAMP



This agreement is between:

(Name of Rental Group)

(Person signing the agreement)

(Street Address)

(City, Province, Postal Code)

(Day Phone) (Evening Phone) (Cell Phone)

@

(Email Address)

(Hereinafter referred to as the "Renter")

-And-

The Hastings Lake Lutheran Bible Camp Association
135 - 51268 Range Road 204
Sherwood Park, AB T8G 1E9
(Hereinafter referred to as the "Camp")

(HLBC Executive Director or Designate)

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1) The Intent:

This agreement is to identify the respective responsibilities of The Hastings Lake Lutheran Bible Camp Association (Camp) and the Rental Group / Individuals (Renter), who have indicated the desire to rent the facilities.

The Hastings Lake Lutheran Bible Camp Association is a Christian camp is operated by an elected Board of Directors, and is located on Hastings Lake at #135 - 51268 Range Road 204, Sherwood Park, AB T8G1E9 hereinafter referred to as "the Camp".

All interpretations of this agreement should reflect the Christian faith and all actions at the Camp should honor the Christian faith and its practices. Refer to G017 Hastings Lake Bible Camp General Policy 17 - Rental Refusal Policy and G001 Hastings Lake Bible Camp General Policy 1 - Ends Statements.

2) The Rental Term and Dates:

Under this rental agreement, the Renter shall be entitled to use of the agreed portions of the camp between the following times and date(s):

From: _____ at: _____
(Arrival Date) (Arrival Time*)

To: _____ at: _____
(Departure Date) (Departure Time)

Estimated attendance Number: _____

Summer season Check-in & Check-out times:
Setup & Check In: Fridays no earlier than 6:00 P.M.
Take down & Check Out: Sundays no later than 12:00 Noon.

Off-season Check-in & check-out times:
Setup & Check In: Fridays no earlier than 3:00 P.M.
Take down & Check Out: Sundays no later than 6:00pm.

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3) Camp Rental Inclusions:

This rental includes use of the following indicated facilities:

√ Mark = access and use is to be included in the rental

	Main Camp	Includes dining hall & main kitchen, Solomon's Lodge, cabins, chapel, Noah's Ark, campgrounds, main washrooms, canoes, outdoor spaces, fire pits**
	Trinity Lodge (extra cost)	Includes Trinity Lodge, main washrooms, canoes, outdoor fire pit** and outdoor spaces
	Pool* (extra cost)	Included pool, main washrooms and outdoor spaces. <i>Renter must provide provincially certified lifeguard.</i>

* (Only if safety conditions are met)

* The use of the swimming pool and waterfront equipment are governed by Alberta Law. Use of these amenities signifies acceptance of the Renter's responsibilities to comply with these laws.

** No fire pit (indoor or outdoor) or wood-burning stove shall be used by any of the Renter's members or guests if a fire ban is in effect or if it is otherwise unsafe to do so.

4) Camp Rental Exclusions:

- o Rental fees do not include certified people for swimming. Staffing those positions is the responsibility of the renter.
- o Rental fees do not include provision for meal preparation and cost of food for the Renter(s).
- o Rental fees do not include first-aid supplies.
- o Rental fees do not include use of sporting goods equipment such archery equipment, etc. Canoes, including lifejackets and paddles are provided.
- o No wedding ceremony bookings will be accepted.
- o Camp rental does not include staff buildings.

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5) Camp User Guidelines:

The Renter acknowledges receipt of a copy of the “Camp Rental Rules and Guidelines” and accepts that the “Camp Rental Rules and Guidelines” document, are to be read, signed and returned as these rules and guidelines form a part of this Camp Rental Agreement.

The Renter further acknowledges its responsibilities in ensuring that all those participating in the Renter’s use of the Camp will be informed of the Camp Rental Rules and Guidelines.

6) Conduct and Eviction:

The Rental Rules are posted in the Dining Hall, Trinity Lodge and Solomon’s Lodge.

The Camp reserves the right to evict, without refund, any person who has violated the Camp Rental Rules and Guidelines.

It is the responsibility of the Renter’s official representative to draw them to the attention of the Renter’s members and guests.

The Renter will be held accountable for the actions of all people who are on the Camp’s property as a result of this rental, including damage, misuse, vandalism, etc.

7) Liability and Insurance:

The Renter acknowledges that activities carried out in an outdoor setting, such as the Camp; carry with them a risk of injury or death. The Renter, the Renter’s official representative, and the Renter’s members and guests accept responsibility for all such risks incurred by their members, and by all people who are on the Camp’s property as a result of this rental.

The Renter and the Renter’s official representative indemnify and save harmless the Camp and the Camp’s Board of Directors, staff, and volunteers from any legal liability arising out of the use of the Camp by the Renter’s members and guests.

The Renter will take all necessary and appropriate actions, as may be deemed necessary and reasonable in an outdoor setting, to prevent incidents that might incur injury and or legal liability.

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8) Camp Staffing:

The Camp will provide staff:

- o To orientate the Renter to the facilities of the camp and their appropriate use.
- o To ensure that the Camp User Guidelines (rules) are followed.
- o To assist with emergencies, when available.
- o To provide regular and routine maintenance and operations.
- o To perform an inspection of the Camp, in conjunction with the Renter, prior to the departure of the Renter.

9) Agreed Rental Rates:

The Renter will remit the rental fee amount based on their attendance numbers and facility usage. Refer to Rate Schedule provided on www.hastingslake.com for current years rates. Call for future rates.

10) Booking Deposit / Payment of Rental Charges:

In order to guarantee the Camp booking, for the rental dates specified and agreed, the Renter must enclose a Booking Deposit in the amount specified on the Rental Rate schedule in the year corresponding to the year of the booked rental. The deposit only applies to the rental dates written in this document.

This deposit must be submitted at the time that the Camp Rental Agreement is signed by the Renter and forwarded to the Camp. Failure to remit the required deposit may result in the cancellation of the rental by the Camp. This deposit is intended to cover noncompliance with this agreement.

SUMMER SEASON DOWN PAYMENT: 50% of total estimated fees due 70 days prior to rental date, based upon attendance estimate at the time of booking. This applies to rentals occurring between June 1st and Sept. 1st.

11) Cancellation/Re-scheduling

The Booking Deposit is refundable up until 90 days prior to the planned arrival date. In the event the renter wishes to re-schedule their booking, this request must be submitted in writing, and must be approved in writing by an authorized camp staff member.

Failure to provide the required notice will result in the "Booking Deposit" being forfeited.

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12) Non-Compliance

If the Renter is deemed to have areas of non-compliance, the Executive Director or designate will determine whether the deposit will be refunded in part or withheld in full from the Renter as a result of the non-compliance. This process will be completed within 30 days of the departure date. The decision will be communicated in writing to the Renter.

13) Final Payment of Fees

Payment of all rental fees is required in full within 30 days of departure from the camp.

14) Attachments:

The following attachments form a part of this agreement and must be attached:

- o Attachment 1 - Rental Rules and Guidelines

15) Amendment:

This Agreement may be amended only by a written agreement signed by both parties.

16) Agreement Execution:

Signed on behalf of the Renter:

Signed on behalf of the Camp:

(Signature)

(Signature)

(Print Name)

(Print Name)

(Position)

(Position)

(Date)

(Date)

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Rental Refusal Policy

PURPOSE

HLLBC exists for the promotion of the Christian faith, therefore this policy exists to ensure that those entering into a rental agreement with the camp are conducting activities that do not conflict with the christian faith.

POLICY

The actions and activities of those entering into a rental agreement with HLLBC shall do so with the intent of using the facilities in a manner that does not directly or indirectly oppose and/or contravene HLLBC's ends referred to in the Ends Statement (G001).

PROCEDURES

- Upon review of the Rental Form Description of Activities, as well as past experience of the renters' activities, the Executive Director will determine if the renters are intending to conduct activities that do not contradict or conflict with the Ends Statement.
- When the Executive Director determines that a renter is intending to perform activities on camp property that contradict the christian faith, refusal of the rental will be communicated.
- When refusal of rental has been issued, the Executive Director will inform the Board of Directors Executive Committee (Board Chair and Vice Chair).

RELATED DOCUMENTS

- Ends Statements, Policy G001
- Rental Form
- Camp Rental Agreement

APPROVED BY BOARD ON May 23, 2023

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ENDS STATEMENTS

PURPOSE

To ensure clarity and consistency in its purpose and priorities, (i.e. the “ends”), Hastings Lake Lutheran Bible Camp, HLLBC, has described the key areas in which it desires to see results. This policy ensures that these ends are understood and upheld by the Board of Directors and employees of HLLBC.

POLICY

All members of the Board of Directors and employees of HLLBC acknowledge and understand that HLLBC is a Christian ministry and operates based on statements of Beliefs, Mission, Vision, Values, and Core Commitments. Members of the Board of Directors and employees agree to uphold these statements, unless specified otherwise in their employment agreement. In the event that an employee is not required to uphold these statements, they agree not to directly or indirectly oppose and/or contravene these statements as they fulfill the duties and requirements of their employment. Further, without limiting the scope of the above statement by the following list, members of the Board of Directors and employees acknowledge and understand that HLLBC has defined its ends using its statements of Beliefs, Mission, Vision, Values, and Core Commitments.

RELATED DOCUMENTS

- Employment Agreements, Policy HR003
- HLLBC Constitution

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