

Bethel Park Retreat Center

9973 S. Church St.
 P.O. Box 480
 Bridgman, MI. 49106
 (269) 465-6669 * (888) 833-0269 (F) *
 WWW.BPCAMP.COM * staff@bpcamp.com

GROUP RENTAL CONTRACT

DATE SENT

DATE RECEIVED

1 CONTACT INFORMATION

Name of Organization (Hereafter referred as the "User")

Mailing Address

City

State

Zip Code

Contact Person

Phone 1

Phone 2

Email Address

2 EVENT DATA

Arrival Date

Arrival Time

Departure Date

Departure Time

3 GROUP SIZE & DATA

Nights

First Meal

Last Meal

Estimated ADULT Guest Count

Price per Guest

TOTAL ESTIMATED COST: Nights x (# of Guests) x Price

4 PAYMENT & RATE POLICY**Deposit**

To be included with the return of the signed agreement. The deposit is 20% of the estimated cost, remitted to P.O. Box 480

Minimum Payment Guarantee (MPG)**IMPORTANT:** Applies when onsite attendance is 30% lower than the "Estimated Guest Count". Daily guest expense is then calculated on 70% of the "Estimated Guest Count" not actual onsite count. _____ Initials**Final Guest Count**

User agrees to pay the cost associated with the Final Guest Count determined 10 Days prior to the Arrival Date of this Contract unless Final Guest Count is below MPG. _____ Initials

FINAL PAYMENT: The User agrees to pay in full the final Payment prior to the Departure Date of this contract.**5 REFUNDS, CANCELLATIONS, AND MINIMUM PAYMENT POLICY:****Deposit Refund**

Available when cancellation occurs within 7 days of having signed this agreement.

Loss of Deposit

a.) Voiding the agreement 100 days or less before start date, or b.) Voiding this agreement which is finalized 100 days or less from start

Minimum Payment

Voiding this agreement within 60 days of the start date, the user is liable for 60% of the Estimated Guest Count. _____ Initials

If a cancellation occurs, to reduce user expense, every effort will be made to reschedule.**6 CONTACT SCHEDULE**

FIRST

Retrieve - This signed contract, the Contract Deposit, and the Certificate of Insurance are due on this date.

SECOND - 90 Days Prior

Review - Deposit Agreement & Certificate of Insurance.

THIRD - 60 Days Prior

Receive - Updated Guest Count, accommodation and recreation projections.

FOURTH - 30 Days Prior

Finalize - Menu, meal times, lodging, and recreation plans.

FIFTH - 10 Days Prior

Validate - Final Guest Count**PLEASE READ AND CHECK THE FOLLOWING BEFORE SIGNING THIS CONTRACT.**

The User understands that this is a legal and binding contract between the User and Bethel Park Ministries Inc. Furthermore, the person signing this document does hereby indicate as having full authority to transact business on behalf of the user.

The User understands that there is an element of risk involved while participating in various activities at Bethel Park. The user assumes full responsibility for its participating guests for any accident, personal injury, or property damage by or to a guest that may occur while staying at Bethel Park. The User hereby releases and holds harmless, and agrees to defend and indemnify, Bethel Park Ministries Inc. and its agents, employees and assigns, from any and all claims, liabilities, suits, actions, damages, or losses, attorney fees and/or costs. **Bethel Park requires the User to obtain a Certificate of Insurance covering itself and its guests during their travel and stay at Bethel Park.**

The User has read and agrees to abide by the Camp Rules and Statement of Beliefs, attached and incorporated as part of this contract.

7 STATEMENT OF BELIEFS

Desiring to create and maintain a camp facility wherein recreational and business accommodations are offered. We are therefore committed to a Fourfold objective:

- To provide a setting wherein our Creator will be honored and glorified.
- To establish a nondenominational ministry capable of ministering to spirit, soul and body.
- To serve our community, culture and country.
- To develop a ministry that is a financial blessing for the Kingdom of God

8 CAMP RULES

1 PARKING AND VEHICLES

- Speed limit must be obeyed.
- Park in designated areas only.
- Parking behind the kitchen is reserved for staff only.
- Parking on any driveway is prohibited by local Police/Fire Departments

2 BUILDINGS/FURNISHINGS/EQUIPMENT

All are to be left in a clean and orderly condition. Shaving cream, toothpaste or water balloon fights are not permitted in any of the buildings. Candles are not allowed in any rooms. Absolutely NO ironing clothes on carpets. No furniture or equipment may be removed from any room.

3 DAMAGES

Upon arrival, the group leader may inspect the facility and notify the Director of any prior damages. Groups will be charged a minimum of \$35.00 per incident, at closing of event for any damages over and above normal group use (see buildings/furnishings/equipment/smoking/pets. The group will be charged an additional fee; the normal rate per hour for materials and labor to repair the damages. Missing items will be charged replacement cost.

4 SMOKING - ALCOHOL - DRUGS

Bethel Park is a SMOKE FREE Environment. Bethel Park Retreat Center has a "Zero" tolerance policy regarding any form of substance abuse. Once you enter Bethel Park - you have entered a SADFEE Zone. **NO** usage or display of firearms, fireworks or pyrotechnics are permitted on Bethel Park. Refer to #3 "Damages" for charges incurred for these instances.

5 NO LITTERING

Please deposit all trash in cans provided on the grounds.

6 PETS - Bringing pets to BPRC is discouraged for the enjoyment of other campers/groups.

please refer to #3 "Damages" for charges incurred from pet odors and remnants.

7 MEALS

Promptness to meal times is essential! Groups having exclusive Bethel Park usage may recommend their preferred meal schedule. Multi group usage meal schedule will be coordinated by Bethel Park Retreat Center management.

8 COURTESY

We ask that you respect your neighbors, quiet time begins after 11:00 p.m.

9 PERSONAL CONDUCT

All profanity and immoral conduct is forbidden. Bethel Park maintains a high level of morals and asks its guests to conduct themselves in a proper manner.

10 COMMUNICATION

We understand that changes may occur in terms of your group size and other needs for your event. So that we are prepared to serve you better, please keep us informed of any potential changes.

11 We Encourage:

- | | |
|--|---|
| Keeping rooms clean | Safety First |
| Emptying drinking cups/cans before discarding them | Keeping your conversations clean |
| Using AC/Heating units wisely | Respect for others attending the event. |

Bethel Park reserves the right to remove anyone from the premises that refuses to comply with the rules and policies hereby set forth.

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8 CAMP RULES (Continued)

ADDITIONAL RULES – We may post additional rules, from time to time, to address concerns that may arise, to ensure the safety and enjoyment of our guests.

9 STATEMENT OF LIABILITY

Our insurance begins where yours terminates. It is only valid when your policy has been extended to its limits. Your organization is required to present a Certificate of Insurance. Any claim resulting from an injury on Bethel Park premises must first be submitted to both the individual’s insurance carrier and the sponsoring organization’s carrier. When documentation is provided showing that both of these avenues have been utilized, and there is still an outstanding claim, then it may be submitted to our carrier for consideration.

Bethel Park’s insurance does not cover motorized recreational vehicles (snowmobiles, ATV’s, dirt bikes, etc.)

10 SIGNATURE OF AGREEMENT

Date

Date

Date

BETHEL PARK MANAGEMENT

11 ADMINISTRATIVE NOTES

Large empty rectangular box for administrative notes.

RELEASE FORMS

Bethel Park Retreat Center Policy requires **every** person attending an event at Bethel Park to submit a release form. Please provide your participants a copy of this release form, have them signed, and make them available to the Camp Director at check-in. Parents or legal guardians must sign on behalf of any child under the age of eighteen.

GENERAL INDIVIDUAL RELEASE FORM

ASSUMPTION OF RISK AND GENERAL RELEASE OF ALL CLAIMS

By signing below, I voluntarily assume all risk of injury to me and damage or loss to my person or property while I am on the premises of Bethel Park and, for myself, my heirs, executors, administrators and personal representatives, I release Bethel Park Ministries, Inc., its employees, agents, assigns, or those acting on its behalf (collectively referred to as BPM), from all claims for injuries, death, damages or losses to my person and property, whether known, unknown, foreseen, unforeseen, patent, or latent, which I may have against BPM.

I understand and acknowledge the significance and consequence of signing this release and assume full responsibility for any injury, damage or loss that I may incur as a result of my stay at Bethel Park.

By signing below, I represent that I have read this release, understand its terms, and am signing this release freely and voluntarily, and if attendee is under the age of eighteen (18), I am legally authorized to sign this document on behalf of the named minor.

Name of Attendee (Please Print)

Signature of Attendee

Date

Name of Consenting Adult (Please Print)

Signature of Consenting adult

Date

PHOTOGRAPHIC RELEASE

All attendees of groups, minors and adults, at Bethel Park are asked to sign the following agreement consenting to the use of photographs.

In signing on the line below, I hereby grant Bethel Park Retreat Center permission to photograph and use any group feedback and digital/non-digital photography or video, in which I or my minor child may appear, during normal group activities for promotional materials without compensation or approval

Name of Attendee (Please Print)

Signature of Attendee

Date

Name of Consenting Adult (Please Print)

Signature of Consenting adult

Date