

TERMS & CONDITIONS

DEPOSITS. Reservations are on a first-come, first-served basis. A non-refundable deposit of \$250.00 is required if you are contracted for an overnight visit. A non-refundable deposit of \$100.00 is required if you are contracted for a day visit. You may carry the deposit over from year to year, provided you pay the current bill in full. The deposit is required to confirm your reservation and is the responsibility of the person who signs the contract.

CANCELLATION. We MUST receive a written cancellation at least two weeks prior to the retreat. If you cancel at any time prior to the event, you forfeit your deposit. In the event that you cancel 30 days before the event, you will be responsible to pay for 100% of the housing that was reserved. If you reschedule your event less than 60 days before the event, you will forfeit the deposit. If you cancel 7 days before your event, you will be responsible for 100% of the housing and the food that was reserved.

PAYMENT. Final payment is payable to the Camp Carl office within one week of receiving the final bill for the retreat. Guests will assume full financial responsibility for any damage done to the camp facility (grounds, buildings or equipment). Damage should be reported to the Retreat Host or Guest Group Manager before leaving.

STAYING IN TOUCH.

- The Guest Group Manager will contact you 30 to 60 days prior to the event in order to finalize activities and process late requests via email or phone.
- Two weeks before your retreat, the Guest Group Manager will contact you to finalize meals and schedules. Be prepared to tell him/her a guaranteed count of individuals and food allergy information (if requesting food service). Camp Carl cannot guarantee meals for numbers in excess of those submitted as final. If we do not receive this information, you will be charged for the original number presented, or the number of people in attendance, whichever is greater.

USE OF FACILITIES. Camp Carl reserves the right to simultaneously host other retreat groups within facility capacity (unless you've reserved the entire camp). Guests are to refrain from using buildings and equipment not reserved through previous contractual agreement. Others using Camp Carl will be instructed not to disturb your group in your assigned retreat area. With respect for Camp Carl's neighbors, a noise curfew begins at 11:00 p.m.

STRICTLY PROHIBITED. The use of illegal drugs or alcoholic beverages on Camp Carl property is strictly prohibited. Violators will be required to leave the camp immediately. Smoking is strictly prohibited in any building and on the Camp Carl property, except within designated outdoor areas; consult the Guest Group Manager or Retreat Host upon arrival. The wireless Internet is made available in various areas on camp property. We prohibit any guest using the Internet to download, create, receive, forward, or transmit inappropriate, offensive, or sexually explicit communication.

GENERAL GUIDELINES

- Immediately upon check in, your group leader must go directly to the office to meet with the retreat host. Check-in time is any time after 2:00p.m. You must check out of the housing facilities by 12:00pm on the day of departure. Retreats staying past checkout time will be charged for one additional day for all buildings used. Meeting rooms included in the housing package require check out at 3:00pm. Groups staying past the check-out time will be charged an additional \$100.
- Retreat groups using more than one building or an attendance of 30 or more must use Camp Carl Food Service. Food service may not be available to groups smaller than 30, subject to other groups using food service for the same meals, or a minimum charge of 30 people for each meal requested.
- All reservations are billed per calendar day, including meeting rooms.
- Groups renting three or more overnight accommodations may reserve an additional meeting room free of charge.
- Guests must provide their own pillows, sheets, blankets, sleeping bags, towels and toiletries.
- If campers are under the age of 18, the group must maintain an adult/camper ratio of 1:8.
- Participants on horses, high ropes, the climbing tower, paintball or any other camp-facilitated activity must sign a Camp Carl Activity Release Form, or have a parent or legal guardian sign the form if the participant is under the age of 18, prior to beginning the activity.
- If you request the use of a bonfire or a fireplace, Camp Carl will set up the wood for the fire and provide additional wood. Campfires and bonfires are permitted only in designated areas.
- Pets are not allowed at Camp Carl.
- At the conclusion of your retreat, your group leader must notify Camp Carl's Retreat Host or Guest Group Manager.
- This contract updated October 2009.

GOVERNING LAW: The terms of this Agreement shall be construed and governed by the laws of the State of Ohio.

The person who signs this contract MUST be in attendance at the retreat, or must notify the Camp office immediately if the responsibility for the retreat is transferred to someone else, then that person's signature is needed.

I/We have read the terms and conditions above and wish to confirm the date and accommodations requested. I/We have reviewed and agree to the current Retreat Pricing guide, revised October 2009.

Signed:

Date:

Facilities and services will be confirmed only if the signed group contract and deposit are received by the due date.

