

CAMP TUSCOBA, LLC
PO Box 20167, Tuscaloosa, AL 35402
(205) 523-1103
camptuscoba@gmail.com

RESERVATION CONTRACT FOR CAMP TUSCOBA FACILITIES

GENERAL ARRANGEMENTS

Sponsoring Organization _____ Email _____

Address _____ Phone _____

_____ Fax _____

Contact Person _____ Phone _____

Address (if different from above) _____

Age Group _____ Projected Attendance # Male _____ # Female _____

CAMP / RETREAT ARRANGEMENTS

Arrival Date _____ Arrival Time _____

Departure Date _____ Departure Time _____

REQUESTED ACCOMMODATIONS

SPECIAL SERVICE NEEDS

Hatchel Gymnasium _____ Outdoor Recreation Only _____

Hatchel Building Bunk Rooms _____ Lower Picnic Pavilion _____

Blake Bunkhouse _____ Paddle Boats _____

Grace Pastor's Cottage _____

FINANCIAL OBLIGATION - Guest Rates: please check those which apply to your request:

- _____ Day Event – includes Gym (\$330)
- _____ Overnight Event – Gym (\$470 per night)
- _____ Overnight Event – Bunkhouse (\$330 per night)
- _____ Overnight Event – Grace Pastor's Cottage (\$25 per night)

DEPOSIT / PAYMENTS

A non-refundable / non-transferable deposit of \$50 is required to confirm dates. The deposit will be credited to your final bill. Organization is responsible for balance of retreat service fees to be paid by sponsoring organization on or before arrival. Or organization may send total amount of retreat service fees along with contract to confirm dates.

- Make checks payable to: Camp Tuscoaba, LLC
- Mail to: PO Box 20167, Tuscaloosa, AL 35402

CANCELLATION OR CHANGES TO GUARANTEE PROVISIONS

The deposit will be forfeited if the reservation is canceled less than 30 days prior to arrival. Exceptions to the cancellation policy:

- Group will find an acceptable replacement group
- Cancellations due to reasons beyond the control of the Sponsoring Organization or Camp Tuscoaba

CERTIFICATE OF LIABILITY INSURANCE

Our insurance carrier requires that all groups provide Camp Tuscoaba with a current Certificate of Insurance prior to arrival. This certificate needs to include the Liability coverage displayed below and MUST NAME CAMP TUSCOABA, LLC AS AN ADDITIONAL INSURED PARTY. Please see exhibit below:

MINIMUM COVERAGE:

| | |
|-------------------|--|
| GENERAL LIABILITY | \$2,000,000 General Aggregate \$1,000,000 Each Occurrence \$1,000,000 Products Completed Operations \$1,000,000 Personal and Advertising Injury \$50,000 Fire Damage (<i>Any One Fire</i>) \$5,000 Medical Expense (<i>Any One Person</i>) *Policy shall NOT contain a Sexual Abuse/Molestation Exclusion |
| AUTOMOBILE | \$1,000,000 Combined Single Limit Bodily Injury and Property Damage *If Commercial Vans & Buses are used; proof of coverage must be provided. |

LIABILITY

Sponsoring Organization/Lessee and its employees, agents, and/or representatives agree to indemnify, defend and hold harmless Camp Tuscoaba, LLC and its respective owners, officers, employees and agents of and from any claims, damages, losses, and expenses arising from the rental and use of the premises which are attributable to the negligence, wantonness, or other tortuous actions of the Sponsoring Organization and/or the Sponsoring Organization’s employees, agents, and/or representatives. .

In the event that Camp Tuscoaba, LLC, its owners, officers, employees and/or agents are required to file any action in court in order to enforce any provision of this Agreement. Sponsoring Organization/Lessee agrees to pay Camp Tuscoaba, LLC, its owner, officers, employees and/or agents, all reasonable attorney fees, court fees, and costs of suit incurred by Camp Tuscoaba, LLC, including all collection expenses and interest due.

GENERAL CAMP GUIDELINES

- Profanity and alcoholic beverages are not permitted on campus. Smoking inside buildings is not permitted and is discouraged on campus. Use or possession of alcoholic beverages or illicit drugs will result in the guests being asked to leave and the deposit and payment being forfeited.
- Possession of fireworks / firearms is not permitted. Use or possession of fireworks or firearms will result in the guests being asked to leave and the deposit and payment being forfeited.
- Due to limited housing for persons with restricted mobility, groups should make such requests during the reservation process. Assistance dogs accompanying their master are welcome. However, personal pets belonging to guests are not allowed.
- The Sponsoring Organization is financially responsible for replacing broken game equipment beyond normal wear and tear, extraordinary damages to property and excessive cleaning costs. Statements covering such damage will be issued to the sponsoring organization.
- All guests are requested to assist in conserving energy and water whenever possible.
- Life Jackets (available in storage closet) are REQUIRED for ALL persons in boats and paddle boats.

SPECIFIC CAMP GUIDELINES RE: THE HEALTH AND WELL BEING OF THE CHILDREN SERVED

Camp Tuscoba believes that protecting children is our most important responsibility. We understand that our existence serves no positive purpose if we do not ensure their safety. Camp Tuscoba has a zero-tolerance for incidents of child abuse. Therefore, the Sponsoring Organization will have a zero-tolerance for incidents of child abuse. In addition, the Sponsoring Organization will:

- ensure a robust screening process for all staff and volunteers including a written application process that includes reference checks and background checks.
- train your staff and volunteers well regarding the health and well-being of the children in your care including how to recognize the signs of abuse, how to prevent abuse, and how to respond when there is a suspicion of abuse.
- provide adequate care, supervision, and activities for all children attending the camp. This includes applying the two-adult rule requiring at least two screened and unrelated, adults be present at every activity involving children ... one adult is never to be in seclusion with one child especially behind a closed door. Adults will respect the privacy of children while they use the restroom, take showers, etc. and will intrude only as health and safety require.
- make every reasonable effort to maintain appropriate staff-to-camper ratios. Ideally, there should be no less than one adult counselor (21 or older) for every 10 children ... 1 female counselor for every 10 girls and 1 male counselor for every 10 boys.
- report any suspected cases of abuse to the local police (dial 911) and to the Tuscaloosa County Dept of Human Resources (dial 205-562-6100). Alabama has a mandatory reporting law ... *“Any person whose profession brings them in contact with children on a daily basis is legally obligated to report signs of suspected child abuse or neglect.”* Trust your instincts, take notes, look at the facts, and make a report to the proper authorities.

CAMP TUSCOBA CLEANUP CHECKLIST FOR ALL FACILITIES

- Please do NOT leave any garbage/trash in buildings or picnic areas, but bag all garbage and place it in the dumpster outside in the gym parking lot.
- Ensure all Heating/Cooling units and the stove are off.
- Ensure ALL FIRES (in fireplace & campfire up at the cross) are out.
- If used, clean bathrooms and kitchen before leaving – take ALL food you have brought.
- Clean floors in ALL rooms used--vacuum dorm rugs and game room, and wet mop kitchen and

bathrooms, dry mop gym. PLEASE wet mop ALL food and drink spills in Gym & the Bunkhouse.

- Clean stove and popcorn popper if used.
- Store ALL equipment used.
- Ensure ALL lights are off—inside and outside buildings.
- Ensure ALL doors & windows are locked.
- Lock gate on the way out and return keys promptly.
- In Grace Cottage, please wash all dishes and linens you use.

These facilities are for your pleasure and God's glory. Please help us maintain them and report any damages to us. Remember: "Whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through Him." Col. 3:17

ORGANIZATIONAL LEADER'S RESPONSIBILITIES

I hereby agree to:

- Inform Group of all Camp Tuscoba policies and maintain supervision of the Group at all times.
- Ensure Group completes the above cleanup checklist before departure (posted in each facility).

Lessee / Sponsor's Representative

Signed

Date _____

Thank you for your cooperation. Please contact us if you have any questions or problems.

We hope you enjoy your time at Camp Tuscoba!