



Kauaeranga Valley Christian Camp

Booking Form – Fully Catered

Dates Required: <i>(e.g. 17-20th)</i>	Month:	Year:	Approximate arrival time:				
			Approximate departure time:				
Number of nights: 1 2 3 4 5 or _____			Day Camp: Y / N <i>(please circle)</i>				
Name of school or organisation:							
Organisers name:							
Full street address:							
Postal address if different:							
City/Town:						Postcode:	
Telephone No.:				Mobile No.:			
Email address:							
No. of adults: (18+ yrs)		No. of students: (13-17 yrs)		No. of children: (5-12 yrs)		No. of toddlers: (2-4 yrs)	
Group Size: Our usual minimum group size is 30 people (this depends on current bookings)							
Cleaning: Prior to your departure from camp we require some assistance from your group to complete some basic cleaning of the camp. This includes standing the mattresses up in the bunkrooms, sweeping the bunkroom floors and emptying the rubbish bins. Sweeping or vacuuming the dining room floor and gymnasium floor (if you have used the gym). Cleaning and stacking of dining room tables and chairs/benches. We also require some basic cleaning to be completed in the bathrooms, mostly just checking nobody has left anything behind and emptying the rubbish bins. Thank you.							
Meal Times are as follows, please negotiate if you wish to change the times. Breakfast/8am Lunch/12.30pm Dinner/6pm Morning Tea/10.30am Afternoon Tea/3pm All campers are required to bring baking to share for morning & afternoon teas – please ensure that all baking is NUT FREE as we are a ‘Nut Free’ camp – thank you							
Bedding: Please ensure each person brings their own bedding, pillow and towels. We require EVERY person to bring a bottom sheet to cover our mattress protectors. This includes those using a sleeping bag. This is a Health and Safety requirement.							
Activity Charge – this is included in your quoted price. This is a single charge which gives unlimited access (weather permitting) to all the activities for the duration of the camp, including use of the gym/events centre. Please be aware that from time to time maintenance may render an activity unable to be used, but we will let you know in advance wherever possible.							

Initial: _____



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Conditions of Booking:

We ask that groups using this facility ensure that nothing in their meeting(s) or use of the premises degrades or devalues either: traditional Christian family values or respect for authority at camp and at local and national governance levels. We request that 'Grace' be said before each main meal.

1. Kauaeranga Valley Christian Camp is a **chewing/bubble gum, alcohol, smoke and drug free** environment.
2. Smokers may smoke outside the property in the bus shelter near the main entrance gate.
3. No food or drink is allowed in the bunkrooms or the Events Centre/Gym.
4. **If anybody in your group gets sick with vomiting or diarrhoea they MUST leave the camp immediately** (illness like this will spread very quickly through a camp).
5. Children are to be supervised by an adult or leader at all times.
6. All day visitors must sign in at the Office or report to one of the camp staff on arrival.
7. Sleeping is in designated bunkrooms only, unless prior arrangements are made.
8. **No pets** are allowed on site at the camp, no exceptions.
9. The group acknowledges that there are a number of dangers at camp (e.g. river, creeks etc.) and accepts FULL responsibility for the supervision of all children while at camp so as to minimise their exposure to such dangers.
10. The group understands that they are expected to assist with duties, details of which will be given upon arrival at camp. These include (but are not limited to) dishes – both the cooks dishes and the dining room dishes; setting & clearing of tables; sweeping the dining hall and emptying rubbish bins; and keeping the bathrooms clean for the duration of your stay.
11. The group will assist camp staff with a basic clean of the camp (as instructed by camp staff) before departure and understands that if this does not meet the required standard there will be a charge for cleaning added to their final invoice.
12. Damages to property and breakages may be charged back to the group at the manager's discretion. **Any equipment left outside overnight will incur a charge of \$50** (per set) to cover wear and tear and unnecessary damage due to being left in the elements.
13. Use of all personal equipment, i.e. computers, sewing machines, etc. whilst on camp property is at guests own risk.
14. An orientation session around the camp and a Health and Safety talk is conducted once the whole group has arrived, this will take approximately 45 minutes. Please allow for this in your programme.
15. **Please confirm your numbers at least 10 days prior to your first day at camp. This will be the minimum number of people you are invoiced for. Please note 50% of the TOTAL estimated fees are payable 7 days PRIOR to your first day of camp.**
16. Balance of the fees are payable upon invoice, usually **within 7 days after camp is completed.**
17. Kauaeranga Valley Christian Camp reserves the right to hand over any unpaid fees to a debt collection agency, 3 months from date of invoice.
18. We will cater for special dietary needs to the best of our ability, but we need numbers and requirements **at least 2 weeks prior to arrival.** We are a peanut free camp.

CANCELLATION POLICY

Any bookings cancelled **30 days** or less before the date of arrival will be charged **50%** of the value of the booking based on the numbers given at the time of booking. Deposits **MUST** be paid to confirm the booking. Pencil bookings can only be held at the discretion of the managers.

I have transferred the deposit of \$500.00 into the Kauaeranga Valley Christian Camp, bank account:

Westpac Bank: 03 0458 0178492 00 – on ____ / ____ / _____. Please use your group name and camp dates as **reference**.

Initial: _____



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I, as a representative of _____, have read and understood the rules and booking conditions and will ensure that the adults, students and children comply with them. I understand that late payment of the final invoice may incur interest at current rates.

Signature: _____

Name (print): _____

Position: _____

Date: _____

Please print this form, **initial each page**, sign and return
It can be mailed or scanned and emailed back to our camp

Post your booking form to:

Kauaeranga Valley Christian Camp
304 Kauaeranga Valley Rd
RD 2

Thames 3577

OR

Email: office@kvcc.org.nz

Phone: 07 868 8348 or 020 4148 1155

Visit kvcc.org.nz for information about Kauaeranga Valley Christian Camp

COST INDICATOR: OVERNIGHT GUESTS - Fully Catered

Includes: Breakfast, Lunch, Dinner (we provide fruit to go with your baking for morning & afternoon teas)

Check-in 1.00 pm

Check-out 1.00 pm

#	QTY.	Item	Cost	# Nights	Total
1		Ages 13 + yrs	\$79.00 / night		
		Ages 5 – 12 yrs	\$68.00 / night		
		Ages 2 – 4 yrs	\$32.00 / night		
		Infants 0 – 1 yrs	NO CHARGE		
				Sub-total 1:	\$
2		Check out after 1.00 pm	Extra cost of \$10.00 per person	n/a	
		Morning/Afternoon Tea or Supper	\$5/head fully catered (per meal)		
		Use of Gymnasium Bathrooms	\$30/bathroom	n/a	
				Sub-total 2:	\$
				TOTAL COST:	

- This is a guideline to camp costs only and is current as at 1st January 2018
- For a quote for your group, please contact our Camp Managers by email or phone (as above)
- Please note we have a 5% price increase to cover inflation, effective 1st January annually