

# Camp Kawartha

1010 Birchview Road, Douro-Dummer, Ontario K0L 2H0

Phone: (705) 652-3860 Toll-free: 1-866-532-4597 Fax: (705) 652-1500

Web: [www.campkawartha.ca](http://www.campkawartha.ca) E-mail: [registrar@campkawartha.ca](mailto:registrar@campkawartha.ca)



## FACILITY RENTAL RATES – WEDDING 2019-20

(SEPTEMBER TO JUNE)

### BASE FACILITY RENTAL FEE INCLUDES:

- ★ Full weekend wedding package
- ★ Use of Rotary Hall, Dining hall, and cabins, trails, playing fields
- ★ Exclusive use of the site and facilities (excludes program staffing & waterfront activities - see below)

Item	Rates
Facility rental with full weekend wedding package – (see list of inclusions provided)	September – June \$6,750 (check in Friday 5:00 pm to check out Sunday 2:00pm)
Breakfast (Sat only)	\$12 per person
Brunch or Lunch (Sat only)	\$15 per person
Brunch (Sun only)	\$15 per person
Wedding Dinner	Approved caterer only
People with special dietary needs are given individual attention and alternate menu options (be sure to notify the camp at least 1 month in advance if there are any food allergies/concerns)	

***\*\* We are a nut-safe facility. Due to the large number of nut allergies, we prohibit any foods that contain nuts or traces of nuts. Please read all labels carefully and ensure that any foods that may contain nuts or traces of nuts are NOT brought to the camp.***

### PROGRAMMING STAFF / WATERFRONT ACTIVITIES:

For weddings, you can request swimming, canoeing and archery. Rates are **\$90.00 per staff person per shift** (a shift is 9:30 am - 12:00 noon, 1:30-4 pm). Ratio of staff to guests depends on the activity. For instance waterfront requires a minimum of 2 lifeguards. We require at least three weeks notice for programming requests. Cancellations must be made at least 48 hours in advance. Unfortunately we can not guarantee programming due to limited staff availability.

### CATERING:

Food may be prepared in and served from the kitchen by approved caterers only. **Final approval is made by the Camp Kawartha food services manager.** No food may be stored in our main fridges or freezers but we have a large fridge and freezer in our trip kitchen which can be made available to store alcohol or food for guests. No wedding guests may enter or use the main commercial kitchen at any time during the weekend. Camp Kawartha kitchen staff will be present at all times when caterer is on site. Kitchen will be locked at all other times. We are a nut-safe facility, it is imperative that no nuts, nut products, or anything that may have come into contact with nuts be brought onsite. Please note that coffee and tea are only served with meals. You may use our coffee station and mini-fridge for cream/milk at other times but you must bring your own supplies.

**DEPOSIT:** To secure your booking, a completed booking contract and a non-refundable, non-transferable **\$1,000 booking deposit plus a \$1000 refundable security/damage deposit** must be received by Camp Kawartha.

**PAYMENT SCHEDULE:** The remainder of rental balance is due 30 days before the weddings. **Meals must be paid for in full 10 days before the wedding date.** Final payment should be one cheque or money order from your group, please do not send multiple personal cheques from different people. We accept debit, Visa, M/C, American Express and Electronic Transfer payments (to [accounting@campkawartha.ca](mailto:accounting@campkawartha.ca)). NSF/returned cheques are subject to a \$25 administration fee.

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## FACILITY RENTAL CONTRACT – WEDDING

**IMPORTANT:** To secure your booking, this completed contract and a non-refundable, non-transferable \$1,000 booking deposit plus a \$1000 refundable security/damage deposit must be received by Camp Kawartha. The balance of the base fee is due 30 days prior to the event and meal charges are due 2 weeks before the wedding. Failure to return this contract and deposit will result in the booking dates being released and made available to other groups. Keep a copy of this form for your records. Please confirm all changes in writing.

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ Departure Date: \_\_\_\_\_ Departure Time: \_\_\_\_\_

### Wedding Fee Calculator:

Item	Expected #	Price	Total
Rental Fee & Weekend Wedding Pkg. (Friday 5pm to Sunday 2pm)		\$6,750	\$6,750
Overnight Cabin Accommodations (booked through the office)		Included	
Breakfast: Saturday #: _____		\$12 per person	+
Brunch or Lunch (circle one): Saturday #: _____		\$15 per person	+
Brunch: Sunday#: _____		\$15 per person	+
BBQ Usage Fee	Flat Fee	\$100	+
<input type="checkbox"/> Swimming or canoeing (requires 2 staff per shift): <input type="checkbox"/> Sat 9:30am-12 <input type="checkbox"/> Sat 1:30-4pm. <input type="checkbox"/> Sun 9:30am-12	#shifts x #staff	\$90/staff/shift	+
<input type="checkbox"/> Archery <input type="checkbox"/> Sat 9:30am-12 <input type="checkbox"/> Sat 1:30-4pm <input type="checkbox"/> Sun 9:30am-12			
		Total	=

Please provide the name of an onsite group supervisor who will be responsible for the conduct of your group during their stay, act as a contact person on the event day, and will ensure that all guests understand and follow all camp policies and guidelines.

Name & Address of group supervisor: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### GROUP RENTAL AGREEMENT: Please read carefully!!

- We understand that the **\$1,000.00 deposit plus \$1000 damage deposit plus a completed contract is required to hold a date.**
- The **\$1000 security/damage deposit** will be returned/refunded if the facilities are left in a satisfactory condition (or applied to the balance).
- An additional installment (balance of the base facility rental fee) is due 30 days prior to the event.
- A change in booking dates or refund will be allowed with a minimum of 6 months notice (to allow time for a replacement booking to be found). Otherwise, the deposit will be forfeited with no refund. A new deposit and booking contract will be required to book new dates.
- There is **NO refund for cancellations less than 6 months in advance.**
- **Our group agrees to leave the facilities and equipment tidy and clean, and in the same condition as found.**
- We understand that **our group will be charged for any damage** caused to the facilities during our stay, this includes any buildings (dining hall, kitchen, cabins, washrooms, classrooms, etc), and natural environment including smoking in any buildings. We also understand that our group will be charged for any missing or damaged items, missing or damaged equipment, excessive cleaning costs, or food supplies/condiments used.
- We understand that the watercraft (canoes, kayaks, sailboats, windsurfers), climbing wall, archery, ropes course, and waterfront are not to be used without one of Camp Kawartha's qualified staff/lifeguard present for safety reasons.
- We agree that we will abide by all rules and regulations in the "Special Alcohol Permission Contract" and to obtain and post a Special Occasions Permit if alcohol is being consumed
- We agree to obtain \$5 million of party alcohol liability insurance coverage naming Camp Kawartha
- **I have carefully read this contract and I agree that our group will abide by the terms and conditions of Camp Kawartha .**

PO# (if applicable): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_