



# CAMP KURIAKOS

Camp Kuriakos is owned and operated by Lutheran congregations in Alberta, who are members of Sylvan Lake Lutheran Bible Camp Association.



## RENTAL AGREEMENT BOOKING FORM

(Camp Board approved for use beginning January 2008 - Prices Subject to Change)

Subject to the following agreement the Camp Kuriakos Board grants the use of the designated facility to:

Name of Group: \_\_\_\_\_

**PLEASE CAREFULLY READ AND COMPLETE BOTH COPIES OF THIS RENTAL AGREEMENT BOOKING FORM. RETAIN ONE COPY FOR YOUR RECORDS AND RETURN THE OTHER COPY TO THE CAMP WITHIN ONE WEEK.**

### A. FEE SCHEDULE

- BOOKING FEE.** The booking fee (see chart below) is the minimum usage fee **per day** and also serves as the damage deposit. The booking fee must be returned (with one copy of this form) within **ONE WEEK** of receiving this Rental Agreement Booking Form to insure use of dates specified on page 2 (see back of this sheet). Note: Friday evening till Sunday afternoon will equal 2 days.

#### BOOKING FEE PAYABLE AT TIME OF BOOKING for accommodation requested

\$100	Group Day Camp Use only
\$200	The Dana Lodge, cabins, and/or trailer sites
\$400	The Kuriakos Centre
\$500	Extended use (3 nights or longer in Kuriakos Centre)
\$1000	Extended prime time use (3 nights or longer in July/August)

**PLEASE NOTE** – The Booking Fee is a) **NONREFUNDABLE** and **NONTRANSFERABLE** unless the Executive Director is notified 120 days prior to the start date indicated on page 2 of this agreement, and b) **RETAINED** by Camp Kuriakos and **MUST NOT** be deducted from total rent owing until after an authorized camp staff person has inspected the facilities your group used for damage and cleanliness.

- GROUP RENTAL FEES** – Per use fees (use fees under #2 or #3, but not both). These fees include the use of gymnasium and sauna but not use of watercraft. Fees do not include GST, which must be added to the total.

Facility/Site	Cost/night/ individual	Cost/night/ family*
<b>Kuriakos Centre</b> (Main Lodge)- commercial kitchen, restrooms, showers, 20 rooms, occupancy 68	\$22	\$43
<b>Dana Lodge</b> – kitchen, restroom, 5 rooms, occupancy 28, showers available in ARC (gymnasium building)	\$22	\$43
<b>Tent Sites</b> – some electrical hookup available	\$9	\$28
<b>Trailer/RV</b> – most with electrical hookups, 20 sites	\$15	\$33
<b>Cabins</b> – 4 cabins, occupancy 10 each	\$15	\$43
<b>Day Campers</b> – people who are part of your group during the day, but don't stay overnight	\$7 (day)	\$13 (day)
<b>Watercraft Rental</b> - canoes, kayaks, rowboats, paddle boats	\$11 per craft per day	

\*Father / mother and children younger than 18; where parents cannot act as guardians, other family adults may be considered.

- LARGE GROUP FLAT FEE RENTAL FOR GROUPS WITH MINOR CHILDREN AND/OR FAMILIES** – (use fees under #2 or #3, but not both). These fees include the use of all buildings and grounds but do not include watercraft rental. GST must be added. Maximum 100 people. Each additional person over 100 is \$12/night. Flat fee use must be authorized by the Executive Director.

Schools/Christian Churches	Nightly Flat Fee
Weekday use	\$700
Weekend use	\$1000
Long-term Weekend/Weekday use (3 nights or more)	\$800
Day Use (8 hour maximum stay – calculated at \$4 / person)	\$200 min. - \$400 max.
Other Groups	Per Person Fee
First 50 people - \$1000/night; 51 people and up	\$12 per night
<b>Watercraft rental</b> – canoes, kayaks, rowboats, paddleboats	\$11 per craft per day

- FOOD SERVICE** – The camp is able to provide food service on a limited basis for groups of 25 or more people renting the Kuriakos Centre. See food service form for fees. All such groups are expected to help with dishes, vegetable preparation and clean-up unless other arrangements are made, and groups must supply their own snacks.

Food Service Requested?  NO  YES (see attached sheet)

### B. RESPONSIBILITIES OF THE RENTAL GROUP

- Sharing Facilities** – If your group is not renting the entire camp, you may be sharing the campsite with other compatible user groups in other camp facilities. You are responsible to negotiate with the other group for times to use the gymnasium, sauna and possibly other shared facilities (for example, the chapel). Groups are expected to be respectful regarding noise and privacy of sleeping areas. Dana Lodge groups are to use showers in the ARC (gymnasium building) only and must not use Kuriakos Centre restrooms.
- Supplies** – The camp provides the buildings and grounds, electricity, fully equipped kitchens, beds, mattresses (but **NOT** bedding or towels), and some sports equipment (basketball, volleyball, ping pong, foosball). Providing First Aid supplies is the responsibility of the rental group.
- Cleaning** – All rental groups must leave the buildings and grounds **AS CLEAN OR CLEANER** than they found them. Failure to do so will jeopardize further use of the camp by your group, and you will **FORFEIT ALL OF YOUR BOOKING FEE/DAMAGE DEPOSIT**. Cleaning supplies and equipment are provided. Please follow instructions as posted in each building for clean-up and close-up.
- Sheets/Mattress Covers** – Please remove all used sheets/mattress covers before you leave and put them on the floor outside the laundry room in the Kuriakos Centre Lodge. Please leave blankets and quilts folded and stacked on the shelves in the sleeping rooms.
- Camper Supervision** – The prescribed adult leader to camper ratios of the Alberta Camping Association must be followed: 1 leader for 6 campers 6 years old or less; 1 leader for 8 campers 7-14 years; 1 leader for 10 campers 15 years and older.
- Fires** – Fires are permitted in designated areas only (fire pits or fireplaces). Please follow operating instructions posted near fireplaces.



SEE REVERSE FOR PAGE 2

7. **Environment** – There shall be no unauthorized cutting of trees or destruction of the natural environment in any way. Please DO NOT pick flowers or destroy vegetation.
8. **Camping Sites** –Trailer/RVs are permitted only on the sites designated. Tents may be pitched on the edge of the open grassed field, by the chapel or beside the covered wagons. Motor vehicle parking is not permitted in the grass field or at the Dana Lodge.
9. **Alcohol/Drugs** – The abuse of alcoholic beverages will not be tolerated. Drugs are prohibited other than for medicinal use as prescribed by a physician. Abuse of alcohol and/or drugs will result in loss of your Booking Fee/Damage Deposit and may exclude your group from future use of Kuriakos facilities.
10. **Smoking** – Smoking is NOT permitted in any camp building (please use outside decks). All “smoker’s garbage” must be disposed of properly in cans provided on decks where smoking is permitted.
11. **Pets** – Pets are NOT permitted on camp property or in any camp buildings. PLEASE ADVISE YOUR GROUP NOT TO BRING PETS – NO EXCEPTIONS. Violation will result in loss of your Booking Fee/Damage Deposit and may exclude your group from future use of Kuriakos facilities.
12. **Watercraft** – If your group rents watercraft, posted rules (at waterfront) must be followed. A responsible, qualified adult must take charge and oversee watercraft use. You may also bring your own watercraft. Watercraft are used at your own risk – Kuriakos is not responsible for injury or death. Your group will be held responsible for damage to or loss of waterfront equipment or watercraft.
13. **Swimming** – Swimmers must be supervised by a qualified adult. All swimmers must follow posted rules (at waterfront). Swimming is at your own risk – Kuriakos is not responsible for injury or death.
14. **Damage** – Damage to the buildings, grounds, equipment or facilities is to be reported to the Executive Director or Resident Caretaker and the rental group must either repair or make compensation for it (HONOUR SYSTEM). Failure to do so will jeopardize further use of the camp by your group and you will forfeit your BOOKING FEE/DAMAGE DEPOSIT.
15. **Insurance** – All rental groups must have their own liability insurance coverage.
16. **Payment** – Please pay the balance of the fees owing **WITHIN 7 DAYS** of using the camp as calculated and reported on the **FACILITY RENTAL INVOICE / USAGE STATISICAL FORM** provided when your group arrives at camp. **No other invoice will be issued.** GST must be added to the total before payment is made. Persons you ask as staff or guests must also be included in the total paid. Overdue accounts will be charged interest of 1.5% per month. Payment may be made by cheque, money order or credit card (MC or VISA).

**NOTE – SMALL GROUPS:** The camp encourages all sizes of groups to use its facilities. However, if your group consists of 20 people or less, the camp reserves the right to book your group into the Dana Lodge and another group into the Kuriakos Centre.

**CAMP CONTACTS**  
**Executive Director:**  
 Pastor David E. Larsen  
 Box 372, Bentley, AB T0C 0J0  
 Phone/Fax (403) 748 - 3927  
 (Camp Office in Bentley)  
 Email: info@kuriakos.ab.ca

**Resident Property Maintenance Managers:**  
 Ken and Carol Bell who live in one of the two mobile homes south of the Kuriakos Centre – the one furthest west.  
 Home Phone (403) 746 – 5176  
 Cell Phone (587) 877-2690

**Phone at the camp: (403) 746 - 2702**  
 This phone is for incoming calls only - **no long distance calls please.** A pay phone is available in the Kuriakos Centre to place outgoing calls or please use your cell phone.

**CAMP LOCATION: (posted by all phones in case of emergency)** Civic Address, 39315-2 Range Road 24, Lacombe County; Land Description, Part of SW ¼ Section 21, Township 39, Range 2, West of 5

PLEASE DO NOT DETACH – SEND ONE FORM TO CAMP AND RETAIN ONE FOR YOUR RECORDS.  
 Please complete both copies of this form, retaining one for your records and returning the other within 7 DAYS together with the designated booking fee (A). THIS AGREEMENT IS NOT CONSIDERED BINDING UNTIL ONE COPY OF THIS FORM AND THE BOOKING FEE ARE RECEIVED BY THE EXECUTIVE DIRECTOR. FAILING TO DO THIS, THE FACILITY MAY BE RENTED TO ANOTHER GROUP.

**PLEASE PRINT CLEARLY – THIS FORM MUST BE COMPLETED, SIGNED AND DATED BY YOUR GROUP**

1. Name of Group: \_\_\_\_\_  
 Address \_\_\_\_\_ City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_
2. Contact Person Responsible: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address \_\_\_\_\_ City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Telephone including area code: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Fax) \_\_\_\_\_
3. Times & Dates: **Beginning** \_\_\_\_\_ o'clock on \_\_\_\_\_ 20\_\_\_\_  
**Ending** \_\_\_\_\_ o'clock on \_\_\_\_\_ 20\_\_\_\_

**PLEASE SPECIFY TIMES SO THAT CAMP STAFF WILL KNOW WHEN YOU WILL ARRIVE AND LEAVE – THANKS**

4. Total number of Campers and Staff expected: \_\_\_\_\_
5. Booking fee enclosed: Cheque or Money Order; MC or VISA # \_\_\_\_\_ Expires \_\_\_/\_\_\_
6. The BOOKING FEE is enclosed. Our group agrees to pay the balance of fees owing **within 7 days** of using the camp, calculated by our group on the **FACILITY RENTAL INVOICE / USAGE STATISICAL FORM** provided upon arrival at Camp Kuriakos. **No other invoice will be issued. GST must be added to the total owing before payment is sent.** Overdue accounts will be charged interest of 1.5% per month. We, the Rental Group named in number one above, agree to all the terms and conditions in this Rental Agreement Booking Form.

**Signature:** \_\_\_\_\_  
 (For rental group)

**Date Forms Sent by Camp Kuriakos:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

**Please return to Executive Director:**

Pastor David E. Larsen  
 Box 372,  
 Bentley, Alberta T0C 0J0

(Revised December 2007)



**OFFICE USE ONLY**

