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## Camp Maranatha Group Rental Contract

To reserve your dates, you must submit both the REQUIRED DEPOSIT and the SIGNED RENTAL CONTRACT. Camp Maranatha will not confirm your reservation until both the reservation form and payment are received. Confirmation will be sent via return email. Questions regarding any portion of this contract should be resolved prior to signing.

Name of Group: \_\_\_\_\_ Tax Exempt Status: \_\_\_\_\_

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

Group Type: (e.g., Kids, Youth, Women's, Men's, Couples, Families) \_\_\_\_\_

Reservation Dates: \_\_\_\_\_ Minimum Number Attending: \_\_\_\_\_

Group Leader: \_\_\_\_\_ Email: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**Buildings Requested:** \_\_\_ Langley Lodge \_\_\_ Cabins \_\_\_ Gym/Chapel \_\_\_ Other:

If guests require physical accommodation such as wheelchair or walker access or ground-floor rooms, please notify staff in advance so we can consider appropriate arrangements. For other disability-related needs, please contact us to see how we can best support your stay.

### Meal Reservation Information

Food Service provided by Camp Maranatha. We do not allow guests to cook for themselves.

Beginning Meal: \_\_\_\_\_ Ending Meal: \_\_\_\_\_

Camp staff count plates and/or heads every meal to ensure that all guests have gone through the meal line. Please note: Camp Maranatha requires a group count by Monday prior to your arrival, as is necessary for our meal planning. For any adjustments after the due date, please contact the Camp office immediately. If someone in your group has dietary restrictions or medical meal needs, please call or email us with the exact details. We can accommodate most food needs, including those with Celiac disease. We can also provide meals that are gluten-free, vegan, or vegetarian at an additional \$4 fee per person per meal.

### Deposit Policy

A deposit of \$200 is required for groups of up to twenty attendees. A deposit of \$500 is required for groups of 20 to 40 attendees. Groups of forty or more attendees will require a deposit of 10% of the expected charges. The amount of the deposit may be deducted from the total bill or groups may choose to leave their deposit with Camp Maranatha for future events. Once the deposit and contract are received and accepted, both parties are bound by the terms of this contract. Credit card payments will incur an additional 3% processing fee. Any alterations to this contract must be mutually agreed upon by the reserving group and Camp Maranatha.

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Camp Maranatha | 19780 W Camp Dr, Mile 1.5 Horseshoe Lake Rd, Big Lake, AK 99652

Mailing: PO Box 520999, Big Lake, AK 99652 | Phone: 907-892-6697 | Fax: 907-892-6699

Executive Director: John Miller | Email: [john@akcamp.org](mailto:john@akcamp.org) | Website: [akcamp.org](http://akcamp.org)

## Fee Schedule

Cabins: \$35 per person per night (includes a meeting room for the size of the group)

Langley Lodge: \$65 per person per night (includes a meeting room for the size of the group)

Meals: \$16 per person per meal; Add \$4 fee per person per meal for special dietary requirements.

Family Groups: Please contact us for family rate information.

Lifeguard: \$45 per hour, minimum of 4 hours per session.

Additional meeting space: Please call for fees and availability.

## Arrival/Departure Times

Normal arrival time is 3 pm of the date selected and departure time is 11 am. Adjustments to normal times can be arranged with staff in advance, depending on availability.

## Cancellation Policy

If we, the reserving group, cancel this agreement, regardless of when the contract was executed, we agree to forfeit our deposit and pay 20% of the Contracted Minimum. If Camp Maranatha can book another group in our place, the 20% charge may be waived.

## Indemnity Clause

We, undersigned, hereby agree that Camp Maranatha, the Alaska District Church of the Nazarene, and its officers, directors, representatives, employees and successors shall not be responsible for any injury to the property or person of any individual, adult, or child, in our group during the rental dates described in the contract. We agree to hold Camp Maranatha, the Alaska District Church of the Nazarene, and its officers, directors, representatives, employees, and successors harmless and indemnified from any claim or loss arising out of injury to a person or property during our stay.

## Group Minimum

We welcome all inquiries and invite you to contact us to explore options. Camp Maranatha has a 16-person group minimum. Smaller groups are welcome but should expect to be served alongside other groups or pay an additional fee. When appropriate, mealtimes will be kept separate. The camp reserves the right to adjust housing as needed to best serve all groups on the property. 100+ guests may be eligible for exclusive use.

## Certificate of Insurance

The Group hereby contracts and agrees that as part of this Group Rental Contract application to obtain or otherwise provide to Camp Maranatha a Certificate, or Certificates, of Insurance ("COI") reflecting at a minimum, General Liability of at least \$1,000,000 per occurrence with a \$2,000,000 aggregate. This COI will be accompanied by an Endorsement, or Endorsements, to their insurance policy(s) listing Alaska District Church of the Nazarene dba Camp Maranatha as an Additional Insured for their Event/Use of Camp property, and the Endorsement(s) will also provide that the Insurance will be Primary and Non-Contributory as well as provide Waiver of Subrogation in favor of Alaska District Church of the Nazarene dba Camp Maranatha. If Group's Insurance Policy provides greater than the minimum coverage required by Camp Maranatha above, Group agrees to extend coverage to Camp Maranatha to the limits of their policy.

## Camp Maranatha Policies

The group representative must initial each of the following items to indicate agreement. These items are part of the group rental contract. Questions regarding any portion of this contract should be resolved prior to signing.

1. \_\_\_\_\_ Group must provide insurance coverage and submit a copy of the Certificate of Liability before arrival. The required parameters for the certificate and endorsements are outlined above.
2. \_\_\_\_\_ All groups are expected to provide their own first aid and personnel supplies.

3. \_\_\_\_\_ Any accident, illness, or first aid treatment must be reported to the Camp Office.
4. \_\_\_\_\_ Smoking and tobacco use (including vaping and chewing) are not allowed in camp buildings. An outdoor designated area may be arranged in advance, and proper waste disposal is required.
5. \_\_\_\_\_ No alcoholic beverages.
6. \_\_\_\_\_ No fireworks, firearms, or hunting is allowed on the grounds without prior approval.
7. \_\_\_\_\_ Buildings and grounds are to be left clean with all trash placed in dumpster before leaving.
8. \_\_\_\_\_ Conserve energy by turning off lights and keeping doors closed in buildings that are heated.
9. \_\_\_\_\_ Noise is to be controlled after 10:00 pm to respect neighbors and others around the camp.
10. \_\_\_\_\_ Any damages, discharged fire extinguishers, or lost/damaged equipment will be paid for by the group.
11. \_\_\_\_\_ Group is responsible for all equipment, decorations, and other items brought to the camp, and the removal of such items at the completion of camp. Cleanup fees may apply if removal of such items is not completed by the group.
12. \_\_\_\_\_ Vehicles are not to exceed 7 MPH; and must remain on existing roads only.
13. \_\_\_\_\_ A certified Open Water lifeguard is required for all waterfront activities. A copy of the lifeguard's current certificate must be on file before the camp starts. The Camp may be able to provide a lifeguard at a rate of \$45 per hour, with a minimum of 4 hours per session, arranged in advance, and before the contract is finalized.
14. \_\_\_\_\_ Campfires are allowed in designated areas by request and only if fire risk permits. Camp staff must start and extinguish all fires. **NO OTHER OPEN FIRES ARE ALLOWED.**
15. \_\_\_\_\_ Guests are not allowed in the kitchen area for safety reasons. Do NOT enter the dining hall using the staff door.
16. \_\_\_\_\_ Camp Maranatha reserves the right to book another group simultaneously if facility capacity permits. In that event, we ask that group leaders encourage those in their charge to show consideration to other guests.
17. \_\_\_\_\_ **ATV, Snow Machine, and Watercraft Use:** The Group Leader is responsible for supervising all participants and ensuring all activities are conducted safely.
  - a. Safety First: Drive carefully and watch for pedestrians and people near the water.
  - b. Supervision: Participants under sixteen must be directly supervised by an adult when operating any vehicle or equipment.
  - c. Liability: The group is personally responsible for any injury or property damage resulting from the use of machines or equipment by its members.
  - d. Safety Gear: Riders must wear proper safety gear, such as helmets and life jackets, while operating any machine or watercraft.
  - e. Speed Limit: Do not exceed 7 mph while on campus.
  - f. Appropriate Use: Machines and equipment must be suited to each participant's age, size, physical ability, and experience.
  - g. Trail Use: Stay on designated trails or roads when possible. Do not cave in snow onto roadways.
  - h. Watercraft: Slow down before entering the swimming area.
  - i. Quiet Hours: No use of machines or equipment between 10:00 PM and 8:00 AM.
18. \_\_\_\_\_ **Pets/Animals:** Only registered and trained service animals are permitted on the property. Pets may be approved on a case-by-case basis in advance.
  - a. Breed: \_\_\_\_\_ Name \_\_\_\_\_ Service Animal:
  - b. Vaccination Status: Animal has updated vaccinations:
  - c. Service Animals: To accommodate overnight stays, Langley Lodge offers designated rooms, #6 and #8, for service animals. These animals are not permitted in other lodging rooms.

- d. Pets: Only pre-approved pets may stay on the property, and they are allowed indoors only in their assigned cabin. No pets are permitted in any other building.
- e. Biting History: NO ANIMALS WITH ANY HISTORY OF BITING ARE ALLOWED! You will be asked to leave.
- f. Leash Policy: Leashes are ALWAYS required. NO EXCEPTIONS!
- g. Designated Areas: All animals must use the designated Dog Walk Area. Ask for specified areas.
- h. Waste Disposal: The individual handling the animal, along with the group, is responsible for cleaning up after the animal and disposing of waste in the dumpster located by the shower house.
- i. Note: The camp will charge a fee for any animal-related damage or improper waste disposal.

19. \_\_\_\_\_ All visitors must check in with camp staff. Day guests are subject to a \$15 daily fee, plus \$16 fee per person per meal (add \$4 special dietary) to help offset the operational costs associated with day use.

### **Statement of Faith**

We believe in God the Father, Son, and Holy Spirit. We especially emphasize the deity of Jesus Christ and the personality of the Holy Spirit. We believe that human beings are born in sin; that they need the work of forgiveness through Christ and the new birth by the Holy Spirit; that subsequent to this, there is the deeper work of heart cleansing or entire sanctification through the infilling of the Holy Spirit, and that to each of these works of grace the Holy Spirit gives witness. We believe that our Lord will return, the dead shall be raised, and that all shall come to final judgment with its rewards and punishments.

### **Governing Guidelines**

The group representative must initial each of the following items to indicate agreement. These items are part of the group rental contract. Questions regarding any portion of this contract should be resolved prior to signing.

- 1. \_\_\_\_\_ We hereby agree with all information stated in this contract.
- 2. \_\_\_\_\_ We agree to leave the facilities in good condition and to pay for any damage or excessive cleaning labor caused by our group.
- 3. \_\_\_\_\_ We waive all claims against Camp Maranatha, the Alaska District Church of the Nazarene, and its officers, directors, representatives, employees and successors because of personal injury, property damage, or theft, which may have occurred on the grounds of Camp Maranatha.
- 4. \_\_\_\_\_ We agree to abide by all policies of this contract and to respect and adhere to the beliefs of the Church of the Nazarene as stated in the Statement of Faith.
- 5. \_\_\_\_\_ We agree to do nothing by word or act, individually or as a group, which would detract from or be contradictory to these policies.

Please provide any details you'd like our staff to know. Requests will be considered based on our mission, policies, and availability. Thank you.

Questions regarding any portion of this contract should be resolved prior to signing. Please contact our Executive Director, John Miller, at 907-892-6697 or [john@akcamp.org](mailto:john@akcamp.org) with any questions or concerns.

Signature of Person Taking Responsibility

Title

Date

By providing your signature, including typed or electronic, you confirm your agreement to the terms outlined and acknowledge that this is a legally binding contract.