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Briarwood Retreat Center

(For BW office use)

Congregation: _____

City: _____

Week: _____

Day Camp Contract

Please read this contract and sign it to indicate that you understand and agree to its terms. Returning this signed contract and \$500 deposit will confirm your reservation. Congregations who have held a Briarwood Day Camp for both of the two previous years will not need to include a deposit in order to reserve their camp. Dates will be awarded on a first come, first serve basis. No deposit refunds can be made after April 30, 2012.

Briarwood is offering Day Camp on the following dates in 2012:

June 10 - June 15 - One camp available

July 8 - July 13 - One camp available

June 17 - June 22 - One camp available

July 15 - July 20 - Multiple camps available

June 24 - June 29 - Multiple camps available

July 22 - July 27 - One camp available

July 1 - July 6 - Multiple camps available

July 29 - August 3 - One camp available

****Please wait for confirmation of your requested dates before advertising them to the public.**

Our 1st choice for Day Camp dates are: _____

Our 2nd choice for Day Camp dates are: _____

(If 1st choice isn't available you will be contacted about your 2nd choice dates prior to Briarwood accepting this contract.)

Briarwood is offering Day Camp packages that accommodate small to large numbers of campers. Each package includes appropriate staffing and also includes T-shirts, cuppies, programming, and supplies. You will be charged for the package that is chosen. It is advised that you choose a package that you are confident about filling. It may be possible to switch to a larger package at a later date, based on staff availability, if your pre-registration indicates the need for more spaces. Additional campers above the contracted amount can be accepted at a rate of \$67.00 per child, this is at the discretion of the Briarwood Team Coordinator and Local Day Camp Coordinator.

We would like to reserve: (mark the appropriate line)

_____ Package #1 This is for up to 24 campers. \$1615 estimated total cost.

_____ Package #2 This is for up to 36 campers. \$2090 estimated total cost.

_____ Package #3 This is for up to 48 campers. \$2515 estimated total cost.

_____ Package #4 This is for up to 60 campers. \$2990 estimated total cost.

_____ Package #5 We are requesting a Day Camp for more than 60 campers.

Congregation _____
Physical Address _____
Mailing Address _____
City _____ **State** _____ **Zip** _____
Phone Number _____
Church Phone _____ **Church Fax** _____

Physical address where Day Camp will be held _____

Contact Person _____
Address _____
City _____ **State** _____ **Zip** _____
Home Phone _____ **Cell Phone** _____

Briarwood will provide the expertise of the Day Camp Travel Team Coordinator and a Briarwood Day Camp Team based on the contracted number requested. This Day Camp Team will assume responsibility for all programming during the week, including materials.

Our congregation agrees to host a week of Briarwood Day Camp at the location shown above and will work with the Briarwood Day Camp Team to provide a quality event for the youth of your congregation and community.

Our congregation agrees to secure a site for the Day Camp to take place. The site should be safe, clean, suitable in size, has adequate restrooms and running water.

Our congregation agrees to provide housing and meals for the Briarwood Day Camp Team. We further agree to provide transportation for all the Day Camp youth to and from field trips, if any are done, during the week.

Our congregation will provide a local Day Camp Coordinator, volunteer counselors, and other volunteer support as requested in advance by the Briarwood staff. All meals and snacks will be provided by the congregation.

Our congregation understands that the total cost is based on the package chosen plus any additional charges that might be incurred during the Day Camp. Congregations will receive an invoice for the remaining balance, after the \$500 deposit (if applicable), after the completion of their Day Camp.

I have read and agree to the above terms and sign on behalf of the congregation:

Signed _____ **Date** _____ **Signed** _____ **Date** _____

Position _____ **Position** _____

OFFICE USE ONLY

Contract Received: _____

Deposit Received: _____ \$ _____ check or credit card # _____

Balance Received: _____ \$ _____ check or credit card # _____