

**CAMP CH-YO-CA
P.O. 2010
WEST MONROE, LA 71294
318-397-2313**

Thank you for your interest in Camp Ch-Yo-Ca for your event. Camp Ch-Yo-Ca has a 50 year history of being a place where people have come to know Jesus on a very personal level. We are dedicated to make your experience at Camp Ch-Yo-Ca a memorable one.

Please review the enclosed material. If you have any questions don't hesitate to contact us. We strongly encourage you to come ahead of time and walk the grounds with our staff so you can see how the facilities can best meet your need and how we might be able to assist you.

For further information, questions, or to schedule a time to see the Camp, call us at 318-397-2313

Again thank you for your interest.

Team Ch-Yo-Ca

CAMP CH-YO-CA

Booking Information/Contract

Group Name _____

Contact Person _____

Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____ Fax _____

Email: _____

Arrival Date: _____ Departure Date _____

Estimated Number of People _____ (*There is a minimum use fee of 30 people per night*)

Type of Group _____

Will you need the pool? _____ (please see Pool Use information below)

Which sleeping areas will you be using?

_____ Climate Controlled Lodges (\$20 per person per night) (includes nurse's cabin)

_____ Non-Climate Controlled Cabins (\$10 per person per night)

_____ Private Cabins (\$30 per person per night)

Please return the "Booking Information/Contract" and "Policies and Liability Statement" forms along with your deposit in the one of the following ways:

1. Fill out form online and email as attachment to carrie@campchyoca.com
2. Scan completed form and email as attachment to carrie@campchyoca.com
3. To pay deposit you may:
 - Follow the link to PayPal from the Rental Page on our website
 - Call with Credit Card information – 318-397-2313
4. Mail form and payment to

Camp Ch-Yo-Ca
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Policies and Liability Statement

Camp Ch-Yo-Ca request that you adhere to the following policies:

1. Follow all check in/check out, payment, and use procedure detailed in this document.
2. Please use sound systems (ours or yours) responsibly. Keep in mind the residents around Camp.
3. Please stay in areas you are renting.
4. Alcoholic beverages, illegal drugs, firearms and fireworks are strictly prohibited.
5. Modest dress is required at all times
6. Profanity is not permitted
7. The pool must remained locked when not in use
8. The pool and pool area must not be used unless a lifeguard is present.
9. All accident must be reported to Ch-Yo-Ca staff
10. All maintenance issues must be reported to Ch-Yo-Ca staff

As a renting organization, you are responsible for the following:

1. Providing first aid and emergency transportation if necessary.
2. Obtaining medical information and releases of those in your group
3. Proper supervision at all times of all activities
4. If minor children are present, you are required to conduct background check on adults working with children
5. Providing proof of insurance to cover your event

In consideration of the use of the facilities at Camp Ch-Yo-Ca, we, the undersigned representative of member organization, covenant and agree with Camp Ch-Yo-Ca, that we will at all time hereafter indemnify, keep indemnified, and save harmless Camp Ch-Yo-Ca and it's officers, directors and staff from all actions, proceedings, claims, demands, cost damages and expenses, which may have been brought against or claimed from Camp Ch-Yo-Ca or which I pay, sustain, or incur as a result of illness, accident or misadventure of anyone in my group during the period they are a participants at the event held on the Camp Ch-Yo-Ca facilities.

Authorized Representative

Date

Use Fee Schedule And Procedures

Check in/Check Out Times and Procedures

- Check in time is 2:00 pm on the day your reservation begins.
- Check out time is 11:00 am on the day of your reservation ends.
- Please note if you leave after 12:00 pm, your group will be assessed a Day Use Fee.
- Please complete the Cleanup Checklist and Rental Attendee Record and place in the mailbox on the back porch.
- We will invoice your remaining balance within one week of your departure. Payment is expected within two weeks.

Deposit

- \$150 - this is nonrefundable but is applied to your final balance.

Lodging Use Fee:

- Non climate controlled cabins: \$10 per person per night (minimum use of 30)
- Climate controlled lodges: \$20 per person per night (minimum use of 30)
- Climate controlled rooms in nurse's station – (3 private rooms with a shared bathroom) - \$20 per person per night
- Additional Private Cabins - \$30 per person per night (private rooms with private bathroom) (Available upon request only)
 - Director's Cabin
 - The Camper
 - The Pink House
- Each person must provide their own linen, pillows, towels and toiletries
- Day use fee: \$7 per person per day.

Lake Use

- The lake is open for groups to enjoy the lakeside amphitheater as well as fishing from the banks.
- Please arrange to use the boats and canoes with Camp staff prior to your arrival.
- A lifeguard must present when using the boat and canoes.
- No more than two people per boat or canoe
- No more than 5 people on floating dock at one time all must wear life jackets

- Everyone must wear a life jacket.

Kitchen use

- \$50 use fee (non-refundable). This is a onetime per rental fee.
- \$50 cleaning fee for use of the deep fryer.
- You will need to provide your own plates, cups, napkins, and silverware.
- You may use the pots and pans, utensils etc. that are in the camp kitchen, however we suggest you check to see that everything you need is available before your event.
- The kitchen and dining hall must be cleaned after each meal.

Pool Use Policies and Procedures (*overnight rentals only*)

Pricing (please note this policy pertains to groups renting the entire facility for overnight use)

- \$5 per person per day for each day the pool is used.
- As an overnight rental this fee allows unlimited access and use of the pool

Lifeguards

- Lifeguards must be present for the pool to be used
- Lifeguards must provide current certification prior to event
- Lifeguard ratios are 1:20 (lifeguard per 20 swimmers)
- You are responsible for obtaining and paying lifeguards (we can provide you with names if you wish)
- Make arrangements with Camp staff for access to pool prior to your event

Pool rules

- No food or drinks in the pool.
- No running on pool deck
- Diving only allowed off diving boards
- Do not play on lifeguard stands or on the rope.
- Clean pool area after use
- Report any problems to Ch-Yo-Ca staff

General provisions

- The per person rental fee includes everyone in your group including chaperones, cooks, guest, etc.
- Your rental grants you use of a large amount of Camp facilities. However, we do ask that areas that are locked or you have not rented you refrain from accessing.
- In the event of injury, you are responsible for any first aid treatment and contacting medical personnel.
- Please inform Ch-Yo-Ca staff of any injuries.
- If any of these provisions are not followed or you are found in violation of them, your event may be cancelled immediately (even during the event) or not allowed to use facilities in the future.

Facility Clean up

- Please follow the Camp Cleanup Checklist
- You are responsible for leaving the facilities in the same shape you found them.
- If the facilities are not left in decent order, a **\$300** cleaning fee will be assessed