

Camp Rental Agreement

Camp: Oak Spring Camping Date: _____ Site(s): _____

To provide a positive camp experience for everyone, each troop/group must follow the rules listed below.

Check-in Procedures

1. When the troop/group arrives at camp, a representative must sign in with the ranger or site director and arrange a check-out time. The Ranger will give each group a brief safety orientation to the property.
2. Only two vehicles per troop are allowed at any site, for emergency use only. (Exception: Oak Spring – no vehicles at site)
3. Designated vehicle will make ONE TRIP IN, park at the site facing the road, and make ONE TRIP OUT.
All other vehicles must be parked in the designated parking areas.

Check-Out Procedures

1. Please leave grounds and facilities in good condition for the next occupant.
2. All trash must be removed from inside and outside the rental unit. **Garbage/recycling must be placed in designated areas.**
3. Cold charcoal and ashes must be placed in ash cans or as directed per camp.
4. Costs for unusual cleaning, repairs or replacements will be assessed to the troop/group.
5. Meet with Ranger /site director for check out and site inspection before leaving camp.

Cancellation

1. Cancellation made 90 days or more from the reservation date -50% of payment or deposit returned.
2. Cancellation made between 60 and 89 days from the reservation date -25% of payment or deposit returned.
3. Cancellations made less than 30 days of reservation date- No refund and balance is to be paid in full.

During Your Stay at Camp

Group Personnel / Activity Leaders

1. Someone at least 21 years of age who is camp trained must be present at all times and an adequate ratio of qualified adults to children will be maintained. (See *Activity Checkpoints*). Public Users: It is recommended that group leaders be screened through background check and on the National Sex Offender Registry.
2. A certified First Aider, RN, LPN, EMT or doctor must be on site at all times. This person should have on file for each participant: name and address, emergency contact names and phone numbers, health history, and (for minors) signed permission to seek emergency treatment or religious waiver. You are responsible for emergency transportation for your group or for calling 911.
3. All medication, for adult and youth, (both prescription and over-the-counter) to be stored under lock except when in the controlled possession of the person responsible for administering them.
4. Proper supervision must be followed at all times. Recommended ratio is minimum of 2 adults; 2 adults to 6 children 6-8 years old; 2 adults to 8 children 8-14 years old; 2 adults to 10 children 15-17 years old.
5. All activities must be specifically reserved. You will need to provide certified staff to conduct all activities including use of the kitchen, sports, fire building, etc.
6. The waterfront and/or swimming pool must be specifically reserved, and you may only use certified lifeguards. The Activity Checkpoint for Canoeing states, "Canoeing is not recommended for Daisies, except with an experienced adult in each canoe and on flat water." They are not included in ratio guidelines. Kayaking is not recommended for Girl Scout Daisies.
7. Archery must be specifically reserved, and you may only use certified instructors. The Activity Checkpoint for Archery states, "Archery is not recommended for Girl Scout Daisies."
8. Rock Wall and Zipline must be specifically reserved and may only use GSCSNJ Staff member who have been certified. Rockwall participants must be between 40-220lbs to participate.

Guidelines for Site Use

9. You may not invite any groups not listed on the application form into camp. Any guests coming will pay for date use.
10. For your convenience, wood, charcoal and propane can be used with trained adult supervision.
11. All fires, both indoors and out, must be attended at all times by a responsible person.
12. Smoking is not permitted on camp property.
13. Do not tamper with Smoke Detectors.
14. No vehicles are to be used to transport campers around camp except for approved handicapped transport.
15. We ask renters and guests to protect the land and environment (recycle, conserve water, walk on the trails, etc.).
16. Camper trailers are not permitted.
17. Pets are not allowed in camp.
18. No personal sports equipment should be brought to camp.
19. Tobacco, illegal drugs, prescription drugs intended for another person, or weapons are not permitted on camp property.
20. Alcohol is not permitted on camp property when minor Girl Scouts are present.
21. Any unsafe or disruptive behavior/attire could result in dismissal from camp without a refund at the discretion of the Ranger.
22. You are responsible for intentional damage to the site or lost equipment.
23. For your security, a Camp Ranger or Site Director is available on the weekends.
24. Girl Scouts of Central and Southern NJ, Inc. is not responsible for loss of, or damage to, any personal items brought to camp.

I have read, understand, and will talk with my troop/group about the above information.

Signature: _____ Date: _____

Camp: _____ Site: _____ Weekend: _____

Remember: Girl Scouts always leave a place better than they found it.