



CCS CAMPS
 1857 de Maisonneuve West Blvd.
 Montreal, QC H3H 1J9
 Tel: 514.937-5351 ext. 244
 FAX: 514.937-5548

CONFIRMATION - RESERVATION OF CAMP KINKORA

Dated:

USER

Name of Group:	Telephone No.:
Representative:	FAX:
Address:	Tel Work:
	email

RESERVATION

Date of Arrival:	Food Service:	no
Date of Departure:	TV/VCR Rental:	no
Number of participants:	Barbeque:	no

FEES

<u>Participants (per night)</u>	<u>Nights</u>	<u>Services</u>	<u>Rate</u>	<u>Total</u>
			\$15,00	
TOTAL:				<hr/> <hr/>

PAYMENT SCHEDULE

<u>Payment</u>	<u>Date Due</u>	<u>Amount</u>
Deposit	Upon receipt of this reservation	
Balance	Net 10 days after departure	Calculated as per registry

SIGNATURE OF AUTHORIZED REPRESENTATIVE **DATE**

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To confirm your reservation, please sign this rental agreement and return it along with the stipulated deposit. Please make cheque payable to Catholic Community Services Inc. Reservations **will not** be guaranteed if the deposit is not sent 10 days after receipt of this rental agreement.

The conditions appearing on this form are part of the rental agreement (please refer to the following page)

ALL GROUPS – To ensure proper preparation of the site all groups are requested to confirm their numbers **7 days** prior to arrival at Camp Kinkora. To ensure proper invoicing all groups must complete a "Registry of Stays" before departure. **Groups will be billed according to the number of participants indicated on the "Registry of Stays", and will be charged 25% for the difference on the contract .**

**RENTAL AGREEMENT BETWEEN
CATHOLIC COMMUNITY SERVICES INC.
AND THE USER INDICATED ON THE CONFIRMATION NOTICE**

CATHOLIC COMMUNITY SERVICES INC. will provide as part of the rental agreement:

1. The campsite, chalets (except family chalets C, D, E & F), the kitchen and dining hall facilities.
2. The kitchen and dining hall will be cleaned before the arrival of the group and handed over to the representatives of the group after inspection to their satisfaction.

THE USER will be responsible for:

1. Cleaning the campsite, chalets, kitchen and dining hall facilities (if used) including bathroom facilities) at the end of the session and turning them over to the CCS representative after inspection.
2. **Supervision of all campers at all times during the stay.** We suggest that the staff-to-campers ratio not exceed 1:4, for high functioning special campers 1:2 or 1:3 for medium functioning special campers and 1:1 for low-functioning special campers as per The *Quebec Camping Association* guidelines for specialized programs
3. Reimbursing CCS for damage(s) to any property caused by members of the group. **This includes graffiti in chalets and other buildings on the site.**
4. Reimbursing CCS for any long distance calls made by any member of the group from the camp phone.

STIPULATIONS

1. **Non-prescription drugs or alcoholic beverages are NOT permitted on the Camp Kinkora Site.**
2. **Smoking is prohibited in all of the buildings on the campsite.**
3. **NO PETS ARE PERMITTED ON THE SITE OR IN THE BUILDINGS.**
4. CCS is not liable for any and all claims, demands, suits, damages, costs, losses and expenses and for any and all fatal and non-fatal injuries and sicknesses and damage or loss of property resulting or arising out of, or in any way connected with, the use or occupation of Camp Kinkora and all of its equipment.
5. Groups of less than sixty (60) participants may be asked to share facilities. You will be notified well in advance should this possibility arise.
6. Visitors will be charged per person (stay must not exceed 8 hours). This charge also applies to groups preparing their own meals. Visitors associated with groups receiving food services from CCS will be charged additional PER MEAL PER PERSON.
7. **Checkout time is 2:00pm** regardless of time of arrival. Any extension to checkout time will result in the billing of additional fees equal to one 24-hour period.
8. **All groups must have their own insurance coverage.**

CANCELLATION AND REFUND POLICY

Cancellation will be accepted with a full refund of deposit if made 21 days prior to camp stay. Between 20 and 15 days refund will be 50% of deposit. Under 14 days no refund will be given

CONFIRMATION OF NUMBERS

GROUPS WITH FOOD SERVICE – to ensure that we have adequate staffing and food supplies groups with food service must confirm their numbers and select menus **TWO WEEKS** prior to camp stay.

Groups will be billed according to the number of participants confirmed within this deadline, if a group confirms that they will be 45 participants but arrive at camp with only 38 participants, they will nonetheless be billed for 45 participants. The minimum number for groups requesting food service is 40 participants for 2 nights.

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