



Camp Donegal

303 East Telegraph Road
Airville, Pennsylvania 17302
Phone/Fax: (717) 862-3722
www.campdonegal.org

Retreat Contract

Please review all of the terms and conditions of this contract and the retreat packet carefully. If you have any questions about them, please contact the camp. Please complete and sign this form, and return it with the necessary deposit. This contract becomes binding when it is signed by Camp Donegal staff and the necessary deposit is received. A copy of the signed contract will be returned to you.

Name of Group _____

Name of Contact Person _____

Address _____

City _____ State _____ Zip Code _____

Daytime Telephone _____ Evening Phone _____

Email address _____

Date of Requested Use: Arrival ___/___/___ Time: _____ Departure ___/___/___ Time: _____

Approximate number of participants: _____ total (_____ adults, _____ children/youth)

Facilities Requested:

_____ Donegal Hall

_____ Wilderness

_____ Reformation Cabins

_____ Koinonia Pavilion

_____ Calvin Cottage

_____ Elim Pool

_____ Barmen Lodge

_____ Chapel Beth-El

Food Service: (For Donegal Hall Requesters Only)

_____ We will do our own food service.

_____ We would like Donegal to handle food service.

Please indicate which meals you would like us to provide, and what time you would like them scheduled.

	Date _____	Date _____	Date _____	Date _____
Breakfast	___ Time _____	___ Time _____	___ Time _____	___ Time _____
Lunch	___ Time _____	___ Time _____	___ Time _____	___ Time _____
Dinner	___ Time _____	___ Time _____	___ Time _____	___ Time _____
Snack	___ Time _____	___ Time _____	___ Time _____	___ Time _____

(over)

Terms and Conditions

- 1 Camp Donegal reserves the right to remove from the premises any unauthorized substances, pets or persons who create a disturbance or otherwise fail to abide by the terms of this contract, the rules and regulations of the camp, and the directions of the camp staff.
- 2 Groups are responsible for any damages caused by members of the group to the property and/or equipment beyond the scope of fair wear and tear.
- 3 It is the group leader's responsibility to ensure that the camp is left in the same or better condition than it was found.
- 4 A minimum of 75% of all charges for facility and food must be paid upon arrival for your event. All balance due payments rendered after departure will include a late payment fee of \$25.00 and \$25.00 for each 30-day period the balance remains unpaid. There will be a \$30.00 fee for any checks returned for insufficient funds.
- 5 Camp Donegal and its staff are not responsible for the scheduling or provision of recreational or program activities unless arranged in advance.
- 6 Unless a group has contracted for the entire camp, it may be necessary to share common facilities such as recreational fields and courts with other persons or groups. When such multiple use occurs, the Donegal staff will schedule particular facilities among the groups if needed.
- 7 Termination of this contract can take place at any time without liability to the using group should, in the sole opinion of Camp Donegal, the facility be rendered unusable. If this contract is terminated by Camp Donegal, the camp shall have no obligation to the using group except to refund the deposit.
- 8 Modification of this contract can be made only by written agreement between both parties. Please notify Camp Donegal if there is a need for a change.

I have read and understand all policies and procedures put forth on this contract and in the Retreat Reservation Packet, and agree to abide by them.

Agent of Requesting Group: _____ Date: _____

Deposit Amount Enclosed: _____

For Office Use Only:

We have received and verified the date requested. This signed copy of this contract serves as confirmation. Thank you, and please contact us if we can be of any more assistance.

Agent of Camp Donegal: _____ Date: _____