

CAMP KAWARTHA Environment Centre

Located at 2505 Pioneer Road, Peterborough (by Trent University)

Camp Kawartha Main Office/Mailing Address:
1010 Birchview Road, Douro-Dummer, Ontario, K0L 2H0
Phone: 705-652-3860 Toll-free : 1-866-532-4597 Fax: 705-652-1500
Web: www.campkawartha.ca Email: info@campkawartha.ca



CAMP KAWARTHA ENVIRONMENT CENTRE CONTRACT

IMPORTANT: To secure your booking, this completed contract and a non-refundable, non-transferable deposit (refer to Rates & Billing Procedures on back) must be received by Camp Kawartha within 2 weeks of booking your date. Failure to return this contract and deposit will result in the booking dates being released and made available to other groups. Keep a copy of this form for your records. Please confirm all changes in writing.

Teacher(s): _____ Grade(s): _____

School: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Ext: _____ Fax: _____

E-mail: _____

Date(s): _____ Arrival Time: _____ Departure Time: _____
Earliest Arrival time is 9:30am Latest Departure time is 2:30pm

PROGRAM SELECTION(S): *(Consult our environment centre brochure or call for details.)*

1. _____

2. _____

****Group Rate Calculator:** If unsure of the number of students attending, estimate low. Increases in numbers are welcome without penalty, but be advised that you will be billed no less than 10% below your contract number **. Please refer to other side for rates and billing procedures. * As we are a not-for-profit charitable organization, our Environment Centre bookings are HST exempt.



All day bookings bring own bag lunch (Please do not bring any foods/snacks with any traces of nuts or peanuts).

**** CONTRACT NUMBER**

Cost per student

Total Group Fees

Expected # of students

Min. charge
of 20 students

X

\$10/student

=

Number of adults, including teachers(s): (There is no charge for adults)

Photo Release: do you give permission to Camp Kawartha to photograph student activities during your visit? These photos may be used for promotional purposes (e.g. website photo gallery, brochures, camp fair displays, etc.) but no names will be used. **Yes, permission granted** **No, Photos Prohibited**

- I am aware that the Environment Centre is located in Peterborough at 2505 Pioneer Road, Trent University
- I have carefully read and I agree that our group will abide by the terms and conditions of the Camp Kawartha Environment Centre Contract.
- I give permission for Camp Kawartha to contact me via email to forward their newsletter and specials.

Signature: _____ Date: _____

For office use only: Date Contract & Deposit Received: _____

CAMP KAWARTHA ENVIRONMENT CENTRE

RATES & BILLING PROCEDURES

(SEPTEMBER TO JUNE)

★ Please read all information carefully before returning your contract ★

- **Deposit:**

A non-refundable, non-transferable deposit of \$100 is required to secure a booking. A group's booking will not be secured unless the deposit **and** booking contract have been received. Please send in your deposit and contract **within 2 weeks of booking your date**. Please call the camp if you have any questions or concerns.

- **Regular Day Rate:** \$10/student/day. (*Minimum group charge 20 x \$10 = \$200*)

As we are a not-for-profit charitable organization, our Environment Centre bookings are HST exempt.

- **Changes in Participant Numbers:**

Your contract number is important to us! Changes in numbers adversely affect staff scheduling. If unsure of participant numbers, please estimate low. Please be advised that if your numbers decline YOU WILL BE BILLED no less than 10% below your contracted number. e.g. if you estimate 35 students on your booking contract and come with 30, you will be billed for 32 (35-3=32).

- **Invoice:**

All groups will be billed from our main office after your visit. **Please do not take cheques to the Environment Centre on the day of your visit. Final payment is due in full within 10 business days of receiving your invoice.** Please pay with one school cheque, do not pay with personal cheques from parents. NSF cheques are subject to a \$30 administration fee.

Please make cheques payable to: Camp Kawartha Inc

- **Bag lunch:**

Fees do not include food. Groups must bring their own bag lunch, drinks, and snacks for the day. **Please advise students to bring a refillable water bottle, and litterless lunch.**



**** We are a nut-safe facility. Due to the large number of nut allergies, we prohibit any foods that contain nuts or traces of nuts. Please read all labels carefully and ensure that any foods that may contain nuts or traces of nuts are NOT brought to the centre.**

- **Adults:**

Teachers/Parent Volunteers are free.

- **Date Changes/Cancellations:** A change in booking dates will be allowed with a **minimum of 2 weeks notice** (to allow time for a replacement booking to be found). Otherwise, the deposit will be forfeited and a new deposit and booking contract will be required to book new dates. There is no refund for cancellations.

Note: your group will be billed for any missing items and/or damage caused to our facilities and/or equipment during your visit.