

CAMP KAWARTHA & THE KAWARTHA OUTDOOR EDUCATION CENTRE

1010 Birchview Road, Douro-Dummer, ON K0L 2H0

Phone: 705-652-3860 / Email: info@campkawartha.ca / Website: www.campkawartha.ca



OUTDOOR EDUCATION – FOREST SCHOOL CONTRACT

★ Please read all the information carefully before returning your contract. ★

By initialing these pages, you acknowledge that you have read and understand all the information provided.

Deposit:

To secure your booking a non-refundable, non-transferable deposit is required. Your school group booking is not confirmed until the deposit **and** booking contract have been received by the O.E. Registrar (registrar@campkawartha.ca).

- \$200 deposit for groups of 25-35 students.
- \$400 deposit for groups of 36-45 students.

Arrival & Departure:

Arrival time is approximately 9:30 a.m. and departure time is approximately 2:30 p.m. Adjustments can be made to account for bus availability.

Programs & Fees:

Forest School -- \$25.00 per student (*Minimum number of students is 25 / maximum is 45 students*)

** Teachers and parent volunteers are free of charge.

Food:

Fees do not include food. Please bring your own nut-free, garbage-free lunches, drinks & snacks. Also pack a refillable water bottle. We are a nut-aware facility and prohibit any foods that contain nuts or traces of nuts. Please ask all students and supervisors to read all labels to ensure that no nuts or traces of nuts are brought on site.

Date Changes/Cancellations:

A change in booking dates is permitted with a **minimum of 4 weeks' notice**. This will allow time for us to find a replacement booking. Your deposit will be transferred to the new date without penalty.

Notice of change within the 4-week threshold will result in the deposit being forfeited and a new deposit and booking contract will be required to book new dates.

There is no refund for cancellations by the school. If the Camp must cancel the visit, then there is a full refund or credit given toward another visit.

Changes in Participant Numbers:

Your contract number is especially important! If unsure of participant numbers, estimate low. **If your numbers decline** from the contract number, it adversely affects our staff scheduling. Please be advised that if your numbers decline **YOU WILL BE BILLED, no less than 5% below your contracted number**. For example, if you estimate 35 students on your booking contract and come with 30, you will be billed for 33 students (35-2=33).

Your Initial

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Taxes:

As a registered charity, our outdoor education bookings are **HST exempt**.

Invoice:

Final payment is due in full within ten working days of your receipt of your final invoice. If you have challenges meeting this deadline, reach out to the Registrar as soon as possible.

Please pay with one school cheque, do not pay with personal cheques from parents. NSF cheques are subject to a \$35 administration fee.

Note:

Your invoice may include fees for missing items or damage caused to our facilities, site and/or equipment during your visit.

Dress:

Students and supervisors should come dressed for the weather as programming, lunch, and free time are all taking place outside. A portable toilet will be available at the location of the programming.

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IMPORTANT: To secure your booking, this completed contract, and a non-refundable, non-transferable deposit must be received by Camp Kawartha at least one month prior to arrival. Failure to return this contract and the deposit on time may 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: _____

School Board: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Ext: _____

E-mail: _____



Date: _____ Arrival Time: _____ Departure Time: _____

Earliest Arrival time is 9:30am

Latest Departure time is 2:30pm

PROGRAM SELECTION(S)

Consult our web site for program details. Email the Head of O.E. (neil@campkawartha.ca) to discuss and confirm your program choices.

Program 1 _____

Program 2 _____

Group Rate Calculator

Remember, if unsure of the number of students attending, estimate low. You will be billed no less than 5% below your contract number if your numbers decline**.

Your Initial

OUTDOOR EDUCATION CONTRACT – DAY GROUP



Student Minimums	**CONTRACT NUMBER Expected # of Students		Cost per Student		Total Group Fees
September to November Minimum of 25 students / maximum of 45 students		X	\$25/student	=	
			Less Deposit	-	
			Balance Owing	=	

Number of adults, including teacher(s):

Teachers and Parent Volunteers are free of charge.

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 is granted. No, photos are prohibited.

I have carefully read the Contract, and I agree that our group will abide by the terms and conditions set out by Camp Kawartha & the Kawartha Outdoor Education Centre.

Name: _____

Signature: _____

Date: _____