

ABBA'S HAVEN

Contract For Use

Thank you for the opportunity to serve your group at Abba's Haven. Please read this entire document thoroughly. We will be better able to serve your group if everyone has an understanding of the terms of accommodations, finances, and policies.

The Guest Group's Director and/or Representative, a person who has the authority to be responsible for contacting our facility. Final revisions of this contract may take place up until 30 days prior to the start of use of the facility.

Financial:

- A refundable deposit of \$100 is required to accompany the return of this rental contract. *(for summer season deposits – 10% of the estimated total charge is required)*
Groups not enclosing the deposit risk forfeiture of their desired date.
- Any damages to property will be charged at the actual cost and will be deducted from the pre-paid deposit, or billed to the group if the amount is more than the deposit. *(inspection with the Abba's Caretaker upon arrival and departure of group is required)*
- The refund of the deposit will be returned within 30 days after receipt of payment of all invoices and upon completion of the Group's use of the facilities.
- In the event that a Group finds it necessary to cancel, conditions for return of the deposit are as follows:
 - Full Refund** - 60 days prior to the date of arrival
 - 50% Refund** - 31 to 59 days prior to date of arrival
 - No Refund** - within 30 days of date of arrival
- All suggested donations should be received upon completion of use. Guest Groups are asked to make all financial settlements before departure.
- Any extra donations to further develop Abba's Haven are always appreciated.

Current Suggested Donations For Camp Usage:

- \$ 30.00 day per person *(includes one night and three meals)*.
- \$ 500 minimum a day.
- Contact the Camp Director, Don Gorrell @ 406.208.0069, if you have any special requests or unanswered questions.

Recreation Options & Responsibilities:

- Horseshoe pits, volleyball court, basketball court, folf course, indoor recreation room and other equipment are available for use.
- An inventory sheet must be signed by Group Representative and Abba's Haven Caretaker for equipment check-out upon arrival, and equipment check-in upon departure.
- Any replacement costs for missing equipment will be the Guest Group's responsibility.

Snack Shack:

- Abba's Haven has a snack shack available for Guest Groups upon request.
- With advance notice, if you have a group of 40 or more, we can have it available at pre-set times.
- All proceeds from the sale of snack shack items goes back to Abba's Haven for the development of activities.

Meals:

- We provide our Guest Groups with 3 meals a day.
- Abba's Haven will supply food used and cooks necessary in preparing the meals.
- Meal times must be prearranged in advance by notating the desired times on the Guest Group Agreement.
- Specific food requests or dietary requirements need to be disclosed on the Guest Group Agreement.
- Meals will be served cafeteria style unless previous arrangements have been made.

Policy Guidelines:

- To use Abba's Haven, Guest Groups must honor the Doctrinal Statement of Faith, and agree to abide by Biblical standards of conduct while on the premises. This would include language and actions.
- Each Guest Group must furnish proof of insurance (*a certificate of insurance with minimum limits of \$1,000,000 per occurrence naming Abba's Haven, Inc. as an additional insured*). All Guest Groups also agree to hold Abba's Haven and New Life Church free from any liability.
- No alcohol or use of illegal drugs will be permitted on the premises. No smoking is permitted in any of the buildings, and smoking is limited to designated outdoor areas only. No fireworks or use of firearms are permitted without prior consent.
- Each Guest Group is responsible to furnish it's own nurse, doctor, or EMT and first aid supplies.
- Each Guest Group is responsible to furnish it's own lifeguard if using the river.
- The Group's Director or Renter Representative is required to participate with the Abba's Caretaker in a walk through inspection of the facilities prior to the group's arrival, and upon departure of the group. The deposit will not be returned until both parties have signed the Inspection Report.
- Each Guest Group will be responsible for leaving the facilities and grounds in a clean and orderly fashion. A list of what needs to be done is posted in each building.
- Guest Group's arrival and departure times must be prearranged upon approval of the Guest Group's request and will be a part of the "Guest Group Agreement".
- All groups staying at Abba's Haven for more than 48 consecutive hours must provide an accurate list that has the names, addresses, and ages of all campers and staff.
- All Groups with children ages 18 and under must have an adequate number of adult cabin leaders and staff, with no less than 1 adult to every 6 non-adult campers. At least one adult is required to stay in each sleeping room with campers.
- Bonfires must be in designated areas, only with the permission of Abba's caretaker, due to fire regulations. Groups may be asked to supply own wood to burn.
- We reserve the right to decline the use of Abba's Haven.

ABBA'S HAVEN

Guest Group Agreement

Please Do Not Complete This Agreement Until The Entire Contract Has Been Read.

I have read the "ABBA's HAVEN Contract For Use" and am in agreement with it: _____
INITIALS

Today's Date _____ Date(s) of Usage _____

Name of Guest Group _____

Group Director or Representative _____ Phone () _____

Church Affiliation _____ Phone () _____

Mailing Address _____

Anticipated Attendance _____

Accommodations:

Housing with 3 meals _____ Day use only _____

Day & Date of Arrival _____ Time _____

Day & Date of Departure _____ Time _____

Start my meals with _____ on _____
Breakfast, Lunch or Dinner Day & Date

My last meal will be _____ on _____
Breakfast, Lunch or Dinner Day & Date

Meal Times each day _____, _____, _____

Special Meal Requests (including dietary restrictions) _____

Recreational Equipment:

Would like to have access: YES / NO

Snack Shack: (summer camps only)

Would like to have open: YES / NO

Number of times open each day (up to 3 times): _____

Times you would like it open each day (eg. 10:30 AM): _____, _____, _____

Proof Of Insurance Enclosed: YES / NO
(camp use not permitted without proof of insurance)

Estimated Suggested Donation For Usage:

\$ _____ x # of people _____ = \$ _____ x # of days _____ = \$ _____ Sugg. Donation

Total Suggested Donation \$ _____

Total Deposit Enclosed: \$ _____ (\$100 or 10% of the sugg. donation for summer season)

By virtue of your signature at the end of this contract, you agree to respect and honor the beliefs of Abba’s Haven, Inc. as set forth in our “Doctrinal Statement of Faith”. You also agree to, and will abide by, the guidelines as set forth in the “Contract For Use”. Your group agrees to do nothing by word or action that will in any way harm the reputation of Abba’s Haven. Abba’s Haven reserves the right to suggest an additional donation if an unusual amount of cleaning is required and noted by both parties at the time of departure. You will also be held liable for damages to the facilities, grounds or equipment.

Signature of Authorized Representative

Date

We are looking forward to welcoming you upon your arrival.
If you have any questions, please call us @ 406.656.0171

Send Application And Deposit To:

*Abba’s Haven
c/o New Life Church
3950 Temple Place
Billings, MT 59102*