

City of Scottsbluff, Nebraska

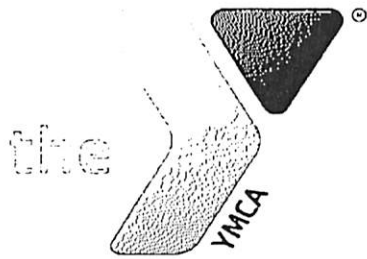
Monday, February 2, 2015

Regular Meeting

Item Claims1

Council to approve the claim for Trails West YMCA Camp for the City Recognition Dinner and authorize the Mayor to sign the contract.

Staff Contact: Renae Griffiths, Finance Director



Trails West YMCA Camp
 1918 South Beltline Hwy. West
 P.O. Box 2423
 Scottsbluff, NE 69363-2423

Camp Rental Contract



Date: 01/23/15

Organization:	City of Scottsbluff	
Contact Person:	Renae Griffiths	2nd Contact:
Address:	2525 Circle Drive	Address:
City/State/Zip:	Scottsbluff, NE 69361	City/State/Zip:
Home Phone:	308-630-6212	Home Phone:
Cell Phone:		Email:
Fax Number:		
Arrival Date:	Friday March 13th, 2015	Time: Noon
Departure Date:	Friday March 13th, 2015	Time: 9:00 PM
Total Attending:	100	Type of Group:

Meeting Facilities:		
	<u>Date:</u>	<u>Cost:</u>
Fliesbach Retreat Center:	3/13/15	\$350.00
Kiwanis Lodge:		
Pavillon:		
Activity Center:		

Other Activities:		
	<u>Date:</u>	<u>Cost:</u>
Swimming		
Ropes Course		
Other _____:		

Lodging:					
	<u>Date:</u>	<u>#of nights</u>	<u>#of rooms</u>	<u>Cost per room:</u>	<u>Total Cost</u>
Fliesbach Sleeping Rooms:					\$0.00
Family Suite:					\$0.00
Bunk Cabins:					\$0.00

Contract must be signed by an adult 21 years of age or older. This adult will be responsible for the group while in attendance at camp.

Cost Before Tax =	\$350.00
5% lodging tax =	\$0.00
7% sales tax =	\$0.00
Total Cost =	\$350.00

By my signature, I have read and agree to the conditions of this contract, as stated in the Trails West YMCA Camp Policies, and will assume responsibility for enforcing them (see reverse).*

Minimum Deposit Due = \$70.00

***Signature:** _____

This amount secures your reservation and is non-refundable.

Date: ___/___/___

Contract and deposit due by:	02/06/15
Amount due 90 days prior to arrival:	\$105.00
Date 90 days prior to arrival:	12/13/14
Remaining 50% due upon arrival:	\$175.00

* Read all information on the contract carefully (front and back). Please contact us immediately if there are any changes or corrections.

* Tax applied only to sleeping rooms when staying overnight.

* Sign and return one copy of the contract by the date indicated to:

* Prices subject to change do to policy changes set by the board of directors.

Trails West YMCA Camp
 P.O. Box 2423
 Scottsbluff, NE 69363-2423

Handwritten signature and date: 1-27-15



The Trails West YMCA Camp is operated to promote wholesome recreation, education, and Christian fellowship. Conduct of any group that is not in accord with these purposes shall be considered sufficient reason for refusal of camp use. The YMCA shall have the right to cancel at any time.

POLICIES

- Possession of alcohol and other drugs is prohibited by city ordinance and YMCA policy.
 - All buildings and camp property are smoke free. No smoking at any time while on camp property.
 - Pets, fireworks, firearms, ammunition, and chainsaws are not permitted.
 - As a group leader, you are responsible for the actions of your group. It is our expectation that you will leave the grounds and facilities in the condition in which you found them, and that you will assume responsibility for all loss and damage caused by your group to the Trails West YMCA Camp grounds and facilities.
 - Check-in time for overnight guests is 3:00 PM and check-out time is 10:00 AM.
 - Riverside Park closes at 11:00 PM. Therefore all day events must conclude by 10:00 PM to allow for clean up
 - No loud music or bands will be permitted to play after 8pm.
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- The YMCA assumes no responsibility for loss of property or belongings brought to the camp.
 - Safety is your responsibility! You are responsible for providing a person with current certification in CPR and First Aid who will be present for the duration of the group's stay. You are responsible for providing your own first aid supplies and emergency transportation. If an incident or accident does occur, the group leader will contact the camp director in order to be sure proper paperwork documenting the incident or accident is completed.
 - All youth shall be under the direct supervision of an adult throughout the duration of the event. A responsible adult 21 or older must be present for the duration of your stay. Children must not be left unattended.
 - All outdoor fires must be built in established fire circles only. Use of fire rings must be arranged ahead of time. Do not leave fires unattended.
 - Please be responsible for your groups litter. Thank you for keeping the Trails West YMCA Camp beautiful.
 - You are responsible for awareness and consideration of other groups present at camp, including noise level in cabins or lodges, proper decorum at meals and sharing joint recreation facilities. Quiet time for overnight guests is between the hours of 11:00 PM and 7:00 AM.
 - Use of Program Areas (Ropes Course, Target Range, Pool, ect.) must be arranged in advance and under the supervision of YMCA staff.
 - When reserving a building or rooms at the Trails West Camp, 20% of the total fee is required at the time you make your reservation or payment by check is required within 2 weeks of receiving the contract. A credit card is required to be on file to secure your reservation. Your credit card will be charged for any incidental damages or loss of camp property that may occur during your stay.

All overnight lodging is subject to 5% lodging tax and 7% sales tax. Day rentals and program fees are not subject to tax.

Cancellation policies:

90 days or more prior to arrival: your deposit is forfeited.

60-90 days prior to arrival: you will be responsible for 50% of the Total Estimated Cost.

30-60 days prior to arrival: you will be responsible for 75% of the Total Estimated Cost.

30 days or less prior to arrival: you will be responsible for 90% of the Total Estimated Cost.

Fees will be due within 30 days of cancellation.

**By my signature on the front of this contract, I have read and agree to the above conditions of this contract and will be responsible for enforcing them. I understand that the use of the premises is on the express condition that the YMCA of Scottsbluff is to be free from liability or loss by reason of injury, including death, or property, from whatever cause, while in or on the premises, or with the improvements of personal property thereon, including any liability for injury to person, including death or personal property. Any group or person shall indemnify the YMCA of Scottsbluff harmless from any and all liability, loss, costs, or obligations on account of, or arising from such injury or losses however occurring.*