



ELTHAM PRESBYTERIAN CAMPSITE

www.elthamcamp.co.nz

Conditions of Hire

Camp Leader / Chief Fire Warden

All groups hiring the Campsite Facilities shall appoint one person as Camp Leader. This person shall be responsible for:

- ✓ The orderly conduct of the camp or event and the welfare of the Group.
- ✓ Maintaining the Register of Occupancy.
- ✓ Maintaining the Assistance Register.
- ✓ Acting as the Chief Fire Warden responsible for liaising with the Campsite Manager to:
 - Instruct the group in the Evacuation Provisions ASAP after arrival.
 - Conduct an orderly evacuation should the need arise.
- ✓ Appointing suitable Adult Supervision for the activities that will occur during your stay.

Prohibited Activities

- ✓ Smoking in any of the Campsite Buildings.
- ✓ The use of Intoxicating Liquor or Recreational Drugs anywhere on the property.
- ✓ The keeping of Pet animals.
- ✓ Fires may only be lit in the designated locations. Prior Campsite Manager permission is required.
- ✓ Total quiet is expected within the Campsite between 11pm and 7am.
- ✓ The crossing of any boundary into neighbouring properties (*If a ball etc crosses the northern boundary please advise the Campsite Manager who will retrieve it*).
- ✓ Tampering with Fire Alarms, Extinguishers, or Notices may result in the loss of your bond.

Breakages / Cleaning

- ✓ The Campsite Hire fees cover the use of all hired facilities; mattresses, cutlery, and crockery. Should any breakages occur or appliances become faulty please inform the Campsite Manager. Breakages will be charged for at the current rates.
- ✓ It is expected that the Campsite will be maintained in a clean and tidy condition during your stay. A final inspection by the Campsite Manager will be made. Failure to leave the Campsite in a satisfactory condition may result in the loss of your bond.
- ✓ Tea Towels, Sleeping Bags, Pillows and First Aid Kits are the responsibility of the group unless other arrangements have been made with the camp.

Health, Safety, and Environmental Policy

- ✓ To ensure the health and hygiene of the camp, it is requested that persons who have any vomiting or diarrhoea in the 48 hours prior to their due arrival time remain at home.
- ✓ A Hazard Register has been developed for the Campsite. It is expected that the provisions made therein will be observed. Please discuss any Health, Safety and Environmental issues with the Campsite Manager.

Bookings and Bond

- ✓ We require a \$300 bond to accompany the application. This bond will be refunded to you after your bill is paid in full or can be deducted from your total bill or may be used to cover any damage and or breakages.
- ✓ Your pencilled bookings are held for 10 working days from the date of reception of the completed booking form. Your Application and Bond must be received within this time to confirm your booking.

Cancellation Policy

Cancellation within a month of your camp retains a fee of 50% of expected income.
Cancelling within 2 months of the booked dates retains a fee of 33% of expected income.

Campsite Manager

The Campsite Manager has been vested with the full authority of the Campsite Management Board. As such they have the responsibility for the use and care of the Campsite. Your full co-operation with the Campsite Manager is requested.

Thank you once again for wanting to stay with us at Eltham. We trust your time will be enjoyable.

Yours faithfully,

Camp Managers

The Eltham Presbyterian board has the right to control the usage of the campsite and to make the maximum use of the facilities as consistent with good Christian stewardship and Christian principles. To ensure that you enjoy your stay at the Campsite, the Eltham Presbyterian Campsite Management Board requests that the above Conditions of Hire are observed.

“I will lie down and sleep in peace, for you alone, O lord, make me dwell in safety” Psalm 4:8