

FAMILY GROUP AGREEMENT FOR CAMP OTTERBEIN
West Ohio Conference of the United Methodist Church
15779 Cox Road, Logan, OH 43138
Director: Scott Seese
740-603-5220

Rules for acceptance and participation at this West Ohio Camp are the same for everyone without regard to age, race, religion, sex, handicap, or national origin. This standard retreat group contract has been revised for special Family Camping during the summer of 2020. We ask that all families maintain good social distancing from other family groups as there is plenty of space to spread out. A parent or guardian will be asked to answer health questions for each family member upon arrival and sign the document. We pledge to you that extra cleaning times will be scheduled in shared areas such as the dining hall. Rooms are cleaned and sanitized between each new group. For any food service meals served, cook-out foods or box meals, they will be prepared by camp staff that do a daily health check, use a facemask and gloves during food preparation and serving. There is no self-serving of food which also means no salad bar. Our Lodge kitchen is sanitized after meals and as dishes are washed and put away. The kitchen is off limits to our guests.

Description of Premises: West Ohio Conference (WOC) and Camp Otterbein agrees to permit Licensee to use the property identified in the Agreement as "Facility" according to the following terms and conditions. The Agreement includes the use of all improvements to the Facility, except those which Camp Otterbein expressly excludes by so notifying the Licensee's representative upon their arrival at the Facility.

Upon arrival, please check in with the Camp Director or designated host. Once at the Facility, the Licensee (group) is required to participate in a brief orientation to Camp Otterbein's safety regulations and emergency procedures, led by the Camp Director or designee.

Please note that the Camp Director and Staff residences are their private homes and are off limits to guests.

Your Camp Director/Host is normally not available from 10pm until 7:30am unless previously agreed upon in the reservation for services to be provided. In case of emergency call 911 first, call the Camp Director second. Non-emergencies can wait until 7:30am.

FACILITY USE GUIDELINES

Use of Premises – During the term of this Agreement, Licensee shall use the Facility for conducting a program of its own design and shall comply with all applicable laws, codes and regulations. Licensee shall notify Camp Otterbein of the nature of its program, and shall promptly supply Camp Otterbein with information concerning the program upon request.

All activities should be scheduled at the time of reservation but may be changed up until one week before your reservation. An extra fee will be imposed on late changes and cannot be guaranteed because of availability of staff.

Camp Otterbein prohibits possession, transporting, storing or using dangerous weapons on camp property. Dangerous weapons include, but are not limited to, handguns, firearms, explosives, knives and other weapons further defined by Ohio statute and/or local ordinance. Camp Otterbein also prohibits hunting, fireworks or the possession of ammunition at the Facility.

The lake use is off-limits to Licensee unless contracted with the Camp Director for scheduled use at time of reservation. Upon such service, Camp Otterbein will provide, at contracted rates, American Red Cross certified lifeguard(s) employed by the Camp to supervise lakefront usage. Usage is subject to change based on availability of lifeguards on a minimum 1 guard to 25 participant ratio for any water activity, and weather permitting.

Animals or pets (other than service animals) are not permitted on camp property except by SPECIAL & ADVANCE permission of the Camp Director. In such case, owner is required to provide copy of current rabies vaccination and is responsible for any damage and incidents
. This includes horses and horseback riding.

Vehicles shall be driven and parked only in designated areas and driven in observance with posted speed limits. PLEASE DRIVE CAREFULLY and watch for campers!

Loss or damage to personal property is NOT covered by camp insurance. Valuables and money should not be left in cabins. Cars should be kept locked. Lost and found articles are kept one month. We will mail items for a fee.

If other specialized program activity areas or equipment are part of the Facility, Camp Otterbein will either provide appropriately trained staff or will determine minimum qualifications for said supervision by the Licensee, based on the advance request for any such activity.

KITCHEN AND FOOD HANDLING

If your group is not using the camp food services and is bringing and planning on preparing their own meals and snacks, certain safe food preparation, sanitation, cleaning and food storage guidelines must be followed.

Utensils, place settings and cookware have been washed and sanitized before your arrival. They should be washed, sanitized and put away properly after each use and before departure.

HEALTH AND SAFETY

Camp Otterbein will provide a binder of emergency procedures to retreat group leaders upon check in and groups shall partake in a welcome orientation. In case of an emergency, call 911 and then the camp director or host.

Camp Otterbein reserves the right to require that the Licensee remove from the Facility any persons in, or in any way connected with, Licensee's group who, in the sole opinion of Camp Otterbein, are creating a disturbance, disrupting activities, vocally or physically disrespecting camp staff, or purposely creating damage on camp property. Licensee agrees to permit only authorized persons to enter the Facility and shall take all necessary steps to remove unauthorized persons from said Facility. Off-site trips carry the same authority as above. Any person(s) asked to leave the property or event has no recourse for a refund.

Camp Otterbein does not provide medical supervision, treatment, maintenance, or dispensing of medications for retreat group campers and users. These responsibilities belong to the Licensee. Licensee must bring their own first aid supplies and equipment. An AED is available on camp sites and may be used by individuals trained to do so. Minimal First Aid supplies are placed at program areas, the Pine Center office, and Albright Lodge.

WOC recommends that Licensee have insurance coverage for accident and liability. As a secondary to any primary medical insurance, WOC provides coverage for accidents only. Injuries or illnesses shall be reported immediately to the Camp Director/Host.

WOC prohibits campers from being under the influence of alcohol or illegal drugs while on camp property. Using, possessing, selling, purchasing, receiving or distributing of alcohol or illegal drugs is not permitted at any time on camp property.

Liability for Injury or Loss to Persons or Property

Licensee agrees to supervise and to assume full control and responsibility for any persons, entities or things other than

Camp Otterbein personnel or property who/which are, for any reason, on the Facility by reason of Licensee's program or use of the Facility.

Licensee agrees to defend, indemnify and hold harmless Camp Otterbein and its past, present and future members, directors, officers, employees, agents, and independent contractors and its and their successors, assigns and heirs from and against any harm and/or claim made by any third party arising out of in any way connected with Licensee's actions and/or failure(s) to act in respect of its use of the Facility.

USE FEES AND PAYMENT

Included in overnight rate is the use of site for self-programming such as hiking, fishing, campfires and firewood, and recreational activities. Picnic shelters may be reserved for meals and/or cookouts. Check with the Director when making reservations.

Breakage and Damage – Licensee agrees to pay WOC the amount reasonably necessary to repair or replace property or equipment damaged or destroyed during Licensee's use. Licensee shall notify the Camp Director/Host of any damage incurred. This also includes excessive clean-up beyond normal use.

Payment Terms – Licensee agrees to deliver payment in full to WOC within 14 days of receipt of a balance due.

TERMINATION OF AGREEMENT

Camp Otterbein as part of the West Ohio Conference Camping Ministry, may terminate this Agreement without any liability upon fourteen days prior written notice to Licensee either 1) without cause or 2) upon a determination by WOC, in its sole and exclusive judgment, that the requirements of the State Fire Marshal, the Department of Public Health and Safety or any statute, rule or regulation of any federal, state, or local body, imposes undue requirements or hardship on Camp Otterbein.

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sseese@wocumc.org**

I acknowledge that I (we) have read and agree to the terms and policies outlined in this agreement for my family camping event at Camp Otterbein. Please sign and bring your FAMILY GROUP AGREEMENT to check-in at camp to be covered in orientation.

(1) _____
(printed name)

(2) _____
(printed name)

(signature)

(signature)

(date signed)

(date signed)

(Camp Director or host)

(date signed)