

BEAVER CREEK CHRISTIAN CAMP & RETREAT CENTER
FACILITIES USE POLICIES

(Please retain the Facilities Use Policies for your records)

Thank you for choosing Beaver Creek Christian Camp & Retreat Center (hereinafter known as Beaver Creek) for your unique event. Whether you are planning a wedding, corporate party, family reunion, retreat or ski trip the staff of Beaver Creek is here to assist you in making your event successful and problem-free. We have gathered the following information for you and for your outside vendors. If you or your vendors have additional questions, the staff at Beaver Creek is available.

Any individual or organization renting Beaver Creek must abide by and conform to all rules, policies and regulations. Failure to do so will result in forfeiture of the damage deposit. The renter shall be responsible to make immediate family members, guests, vendors and other concerned parties aware of and abide by all policies and regulations.

BOOKING/DAMAGE DEPOSIT

Any vandalism, breakage or damage to equipment, buildings or grounds will not be tolerated and may result in immediate termination without refund.

Prior to group's departure a representative of Beaver Creek will check areas for damages and cleanliness. The \$250.00 will be refunded if no damage is found and cleaning inspection is passed. Charges for damaged items will be based on replacement costs. The final decision will be made by a Beaver Creek representative.

SAFETY AND WELFARE OF GUESTS

Renter hereby assumes all responsibility for the safety and welfare of guests. Renter agrees to indemnify and hold harmless Beaver Creek, its officers, employees and representatives, for any and all injuries, property damage or loss sustained by guest or their guests during rental. Such indemnification includes, but is not limited to, all claims arising out of or asserted to have been caused by Beaver Creek's negligence, or the negligence of any officer, employee or representative of Beaver Creek.

Children are to be under adult supervision during entire rental time. Beaver Creek does not provide a room for childcare or baby-sitting.

STATE LICENSING REQUIREMENTS

Beaver Creek is a licensed childcare facility in the State of Colorado and is subject to stringent child protection regulations. Renters that are holding children's camps/activities (1st through 12th grades) that exceed three days (72 hours) must comply with the following: adequate staffing ratios, presence of a Colorado State licensed health care professional, adequate registration documentation, fire drills, staff training, screening, etc. Camp Manager can provide licensing regulations upon request.

LIABILITIES

Beaver Creek shall be held harmless from all claims arising out of the Renter's use of the facility or property. The Renter agrees to pay the cost of repairs, restoration or replacement of any damage to Beaver Creek, its equipment or furnishings. The Renter assumes full responsibility for theft, loss or damage to any materials and equipment brought to Beaver Creek by the Renter and their guests, subcontractors, vendors, or agents and will be charged accordingly. Beaver Creek is not responsible for any damage to or loss of materials and equipment placed in Beaver Creek prior to, during or following an event. Renter contracts with vendors are solely between the Renter and vendor. The Renter will ensure that all vendors review and agree to comply with the requirements established by Beaver Creek.

USE OF PREMISES INSURANCE REQUIREMENTS

The Renter promises and warrants that it carries liability insurance with a minimum liability limit of \$1,000,000 per occurrence. The Renter will provide a certificate of insurance to the Operator at least seven days prior to the date upon which the Renter begins to use the premises. The certificate of insurance will indicate that Renter has made Operator (Beaver Creek Camp Commission) an "additional insured" on the Renter's policy with respect to the use by Renter of the premises.

DECORATING

For safety reasons, candles must be enclosed in either hurricane glass globes or votive glass containers.

No rice, confetti, glitter, sparklers, candy hearts or potpourri are allowed inside or outside the building.

The use of any combustible materials is strictly prohibited.

The Renter is responsible for the removal of all decorations immediately following the event.

Nails, staples, tacks, and tape are not allowed.

SERVICE PROVIDERS

Guest or representative of Renter must be on premises when service providers are on Beaver Creek property and must be available to accept deliveries. All service providers (caterer, rental company, florist, musicians, etc.) are the responsibility of the Renter.

USE OF KITCHEN FACILITIES

The Four Seasons Lodge catering kitchen is available for groups of 40 or less renting the Four Seasons Lodge wanting to provide their own meals.

Appliances, cookware, bake ware, cooking utensils, microwave, coffee pots, dishes, glasses, and eating utensils are provided. Beaver Creek also furnishes plastic trash containers and trash bags.

Groups utilizing Beaver Creek's kitchen equipment and supplies are responsible for cleaning and returning items to the proper location(s).

The kitchen must be swept and scrubbed (brooms and mops are provided). The caterer or person signing this contract is responsible for clearing tables and removing all garbage to the outside dumpster and leaving the kitchen in order. If drink cups, plates or trash of any kind is left on top of the tables or trash is not taken out of the building to the dumpster, a portion of the damage deposit will be forfeited.

LINENS

All beds provided are twin beds. **Renters are responsible for providing their own bedding and bath linens.**

DEPARTURE

Renters are permitted one hour immediately following the event for cleanup and removal of all event items. The Camp Manager will complete a walk-through with a designated event member to note any contract violations or damages to the facility.

We depend on the courtesy of our Renters to leave the facility as they found it.

CLEANUP

Each Renter and Renter's service providers will be responsible for cleanup. All decorations must be removed prior to departure. All trash must be placed in the dumpster located outside the building. Any glass breakage is to be swept up and removed from premises. Rental items must be removed upon departure or stored in the area designated by Beaver Creek for pick up the following business day. No rental items are to be left on Beaver Creek property unless approved by the Camp Manager. Beaver Creek is not responsible for the delivery or storage of any property, items or material goods left on property.

Beaver Creek staff will inspect the facility after rental event. Failure to comply with any cleanup rules will result in forfeiture of all or part of damage deposit.

TENTS

All tents must be pre-approved by the Camp Manager as to size, setup, placement and teardown. The setup and teardown of these items is the responsibility of the guest.

TABLES & CHAIRS

Tables, chairs and picnic tables are available for use. If they are moved, it is the responsibility of the Renter to put them back where they were found.

ENTERTAINMENT

There is adequate electric hookup for bands and disc jockeys. Placement of music and volume will be determined by the Camp Manager.

ALCOHOL

Sorry...Alcohol is not permitted at Beaver Creek. Anyone found with alcohol will be asked to leave.

SMOKING

Smoking is **ONLY** permitted in the Ramada. Due to fire restrictions and the potential for forest fires, we ask that all cigarette butts be put into the water buckets provided.

USE OF EQUIPMENT

Because Beaver Creek is a camp facility, we offer many different types of sports equipment and activities. These items may be used upon request. It is the responsibility of the Renter to return all equipment used to the storage bins.

WILDLIFE

Because Beaver Creek is located in a National Forest, we do have bears and other types of wildlife. It is the responsibility of the Renter to be sure that all trash is picked up and placed in the trash bin provided by the camp.

RULES & REGULATIONS

- Campfires are permitted only in the designated area, and only with Forest Service permission. No fires are to be left unattended, and must be properly extinguished according to Beaver Creek guidelines.
- No pets are permitted at the camp.
- Telephone usage is to be restricted to BCYC business and emergency situations only.
- Vehicles will be parked in designated areas only.
- Use of recreational vehicles must be pre-approved by Camp Manager, liability waivers will have to be signed, proof of insurance provided for each vehicle, and will have to stay in designated areas when on camp premises.
- The golf cart is **ONLY** to be used by the BCYC Maintenance staff. No exceptions.
- Please report any malfunctions of facilities or damage to the Camp Manager as soon as possible.
- The BCYC Low Ropes Challenge Course is off limits when not in use due to liability issues. The Course is available to groups if previously arranged.
- We are unable to accommodate RVs. There are campgrounds within 2 miles of Beaver Creek which are capable of accommodating your vehicles.

Directions to Camp:

Please Note: The speed limit in South Fork is 40 mph most of the way through town. It is highly advisable to watch your speed as they closely monitor all traffic.

From the East

Go west on Highway 160 through South Fork towards Pagosa Springs. Just outside of South Fork will be a green sign that says, "National Forest Access Beaver Creek Road," turn left and cross the creek. Follow Beaver Creek Road for 3 miles and you will come to a brown sign on your left that says, "Beaver Creek Youth Camp" and points to the right. Follow this road down the hill and up and around the curve to the left. There will be another brown sign that says, "Beaver Creek Youth Camp" on your right pointing to a road going to the left. Turn left on this road and follow it up the hill to the camp.

From the West

Go east on Highway 160 toward South Fork and Alamosa. Just before arriving in South Fork there is a green sign that says, "National Forest Access Beaver Creek Road." Turn right and cross the creek. Follow Beaver Creek Road for 3 miles and you will come to a brown sign on your left that says, "Beaver Creek Youth Camp" and points to the right. Follow this road down the hill and up and around the curve to the left. There will be another brown sign that says, "Beaver Creek Youth Camp" on your right pointing to a road going to the left. Turn left on this road and follow it up the hill to the camp.