

## ODD FELLOW AND REBEKAH CAMP OF MICHIGAN

### Rental Agreement

**Please sign, date, and return the last page of this rental agreement along with a \$250.00 security deposit in order to secure your reservation to the address listed below.** Your signature on this agreement, or taking possession of the cabin(s) after receipt of this agreement, or payment of money is evidence of our acceptance of the agreement and your intent to use this rental.

**Rental fees and prepaid rental deposits:** A \$250.00 security deposit, made by check or money order, is required to guarantee a reservation. The security deposit is not included in the rental fees, and must be added to the in camping rental cost. The security deposit, along with the final page of this agreement signed by the Event Coordinator (person taking responsibility for the rental group), must be received before a reservation is secured. The full rental fee is due at least two (2) weeks in advance of arrival unless other arrangements are made. If a reservation is made within 30 days of arrival date, the rental fees must be paid in full at time of booking.

**Cancellation policy and refunds:** The reservation will be cancelled by Camp Management if payment in full is not received or other arrangements made at least two (2) weeks in advance of arrival. All rental fees paid as well as the security deposit will be refunded if the reservation is canceled at least 60 days prior to the arrival date. If reservation is cancelled less than 60 days prior to reserved date, all rental fees collected as well as the security deposit will be forfeited. If the canceled reservation is re-booked, we will refund your forfeited rental fee, after the end of that rental. No shows will be charged in full unless the cabin is re-rented. It is recommend that private insurance is purchased to cover any potential personal liability or financial loss while at the camp.

**Security Deposit:** Facilities are to be left as they are found. Should the Camp Agent find the facilities used in unacceptable condition during the joint walk through, renters will be asked to make correction of the condition. Violations such as trash left in cabin, dirty dishes left unwashed, furniture moved, etc. will be discussed and corrected. Extra cleaning, damage repairs, or replacement of missing contents not corrected before leaving will be noted by the Camp Agent and cost of restitution subtracted from the Security Deposit by Camp Management. Security deposit will be returned via mail.

**Check-In Procedures:** Upon arrival (**NO earlier than 5:00 p.m. on Thursday if renting for the week-end**) the Event Coordinator or alternate contact group member will check-in with the Camp Agent and notify them of arrived. A joint walk through of the facility will take place to ensure both parties have the same understanding of responsibilities and facility condition. A Rental Inventory form will be used to record the result of this initial walk through, with any issues noted. The form must be signed by both the Event Coordinator and Camp Agent.

**No refunds due to weather change of plans, or early departures.** All guests are financially responsible for the entire booking once your reservation has been made.

**Returned check fee:** There is a \$50.00 per check fee for all returned checks.

**Rental Policies:** Renters agree to abide by the rules that are posted at the facility.

**Maintenance:** Please report any problems or damages in of any facilities the day of check-in to the Camp Agent. If not reported, it must assume the damage or loss occurred during rental occupancy and reasonable charges made. When maintenance needs arise during rental stay, contact the Camp Agent. It may be necessary for the Camp Agent to enter the cabin during reasonable hours to perform minor repairs.

**Smoking:** There is no smoking allowed in the dining hall, cabins, bathhouse, or any other camp buildings. Properly dispose of cigarette butts by snuffing them out and placing them in a waste receptacle. DO NOT throw them on the ground.

**Pets:** The pet's owner is responsible for the care and management of the pet while staying at the campgrounds. Owners must secure their dogs on leashes or other means at all times when outside of rental units or camper/RV. Dogs over six months must be registered and wear a collar with tags at all times. Dogs are not allowed in the dining hall, unless as a certified leader dog or an emotional support animal with documentation from a licensed professional. Owners must clean up all solid waste of the pet and properly dispose of it in plastic trash bags into the trash dumpster.

**Campfires:** A fire barrel or the large fire ring is to be used for any and all campfires. Small grills are also available for use. Firewood is for sale from the camp agent at \$20.00 a load. No wood can be brought in to the campgrounds. We enforce all local burn bans.

**Ice:** There is bagged ice available for sale from the Camp Agent at \$1.00 per bag.

**Camp Sports and Water Equipment:** Canoes, kayaks and life preservers are available for use by renters. Other sports equipment is available for use; the Camp Agent can advise where all of the available sports and water equipment is located for use. Renters are responsible to return the items undamaged and if any damage occurs, it should be discussed with the Camp Agent.

**Big Star Lake Association Boating Rules:** Between the hours of 7:30 p.m. and 11:00 a.m. it is unlawful to operate a vessel at high speed or no wake .

**Fireworks:** All Michigan laws for dates and times must be observed.

**Noise management:** Please be courteous of nearby neighbors by keeping noise to a reasonable level after dark by turning down any music systems, having quiet conversations and games, and driving slowly through camp ground and on the road.

**Checkout Procedures:** Upon departure (**no later than 11:00 p.m. on Sunday if renting for the week-end**) the Event Coordinator must checkout with the Camp Agent. A joint walk-through of the facility will be conducted so both parties can be assured of the same understanding of the condition of facilities used.

Guests are required to leave the property in the same general condition, as it was when they arrived. Please comply with the following before checkout:

1. Dishes, pots, pans, silverware and utensils should be washed and put away.
2. Windows and doors closed, all lights turned off to conserve energy.
3. All garbage and trash bagged and placed in/by trash barrels or dumpster.
4. Property left neat and in order.
5. Fire rings should be free of trash and not left burning.

**This property is privately owned. The renter accepts renting privileges with the understanding that he/she does hereby release Odd Fellow and Rebekah Camp of Michigan, its officers/directors and employees of all liability for loss or damage to property and injury, against claims resulting from loss or damage to property or injury to the person of any member of the family or guest of the registered renters arising out of the use of the camp facilities.**

### Rental Rates - 2019

#### Rental rates for facility

- Dining hall/kitchen      \$100 per day
- Chapel only              \$100 per day    (included free for Camp renters)
- Camper/RV Sites with Water and Electric hook up:  
                                    \$30 / night  
                                    \$45 / weekend
- Bunkhouses
  - 7-Bed : \$56 / night  
                                    \$100 / weekend
  - 9-Bed : \$72 / night  
                                    \$130 / weekend
- Cottages
 

<u>Monday thru Thursday</u>		<u>Weekend</u>	
▪ Cubby Hole	\$60	Cubby Hole	\$100
▪ Rebekah	\$60	Rebekah	\$100
▪ Cook's Cabin	\$75	Cook's Cabin	\$125
▪ Harbor	\$60	Harbor	\$100
▪ Director's Cabin	\$75	Director's Cabin	\$125
▪ Nurse's	\$75	Nurse's	\$125
- Group rates (weekend Thursday thru Sunday) – complete camp (sleeps 128 people)
  - \$1,500 / weekend
- Group rates (Monday thru Thursday) – complete camp (sleeps 128 people)
  - \$1,000
- Deposit \$250.00 (The deposit is in addition to the Rental Fee, and may be return upon inspection).

Security Deposit , rental information and all other payments below is to be mailed to:

Sue Herron  
44921 40<sup>th</sup> Street  
Paw Paw, MI 49079  
[talloakscamp@outlook.com](mailto:talloakscamp@outlook.com)  
(269) 598-7987

**RETURN THIS PAGE PLEASE**

**PLEASE REMEMBER TO BRING YOUR SHEETS AND TOWELS**

I (Event Coordinator) acknowledge and confirm that I have read and agree to all conditions on this rental agreement and I understand that if my reservation is not for the entire campground, other facilities at the camp may be rented to other parties during these same dates. In addition to the rental fee, a \$250.00 deposit is required that will be returned in full upon satisfactory inspection of the rental site.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Reservation Information**

**Camp or cabin(s):**

**Reservation Date:**

**Security Deposit:**

**Rental Fee:**

**Total Amount Due:**

**Arrival Date:**

**Departure Date:**

**Number of guests: Adults:**

**Children:**

**Number of Pets:**

Enclose check made out to Odd Fellow and Rebekah Camp of Michigan for the full amount due of \_\_\_\_\_ ( send to address below) by \_\_\_\_\_.

Event Coordinator responsible who will be present at time of check-in and check-out:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Alternate Contact person:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**ANY MODIFICATIONS TO THIS AGREEMENT RENDERS THIS AGREEMENT  
NULL AND VOID**