

CAMP WASHINGTON

camp and retreat center

TERMS AND CONDITIONS

Reservation Contract

In an effort to be good stewards of the facility and to ensure equity and fairness to all Camp Washington guests, the following conditions apply to this contract between you and/or your organization and Camp Washington.

Deposit/Confirmation

The contract must be signed by an authorized agent of your organization and returned with the deposit within thirty (30) days of receipt. After thirty (30) days, your reservation will not be held.

All deposits are non-refundable.

Attendance/Final Count

Your Final Count is due in our office TEN (10) days prior to the beginning of your event, if space is available, increases will be allowed. If we do not hear from you TEN (10) days prior to your event, we shall use the original contracted numbers as the guaranteed numbers.

Invoice/Payment

All invoicing is based on Final Count (or actual attendance, if greater). No credits are given for attendees who arrive late, leave early, or are not present for all meals. Final payment should be made by single check at the time of your event.

Cancellation of Event

All cancellation of events ninety (90) days or more in advance of the scheduled arrival date will incur only the loss of the deposit.

Cancellations of your event less than ninety (90) days prior to the scheduled date will incur a charge equal to 80% of the total value of the reservation.

Camp Washington reserves the right to cancel an event due to extreme weather conditions. All monies deposited at the time of cancellation will be available to be used to re-book an alternative date subject to availability. If re-booking does not occur, deposit monies will be returned.

Alcohol/Smoking/Drugs/Weapons

We do not serve or sell any alcoholic beverages. Wine or beer (for adult use only) may be brought to the Camp Washington for a planned event in your meeting room. It is not to be consumed in the dining room, outdoors or in your sleeping quarters. Our primary requirement is that non-alcoholic beverages also be provided, and that moderation and good judgment be used in the consumption of alcohol.

Smoking is not permitted in the buildings and illegal drugs are prohibited. Abuse of these rules will jeopardize your future use of this facility.

Weapons, including firearms, are not allowed on Camp Washington property.

Liability/Damage

Organizations assume property liability for any damage to Camp Washington beyond normal wear caused by the participants. Group leaders are encouraged to check on the condition of rooms as participants depart, so that there are no unexpected costs of cleaning, repair or replacement.

Supervision

To minimize risk of personal injury or property damage, organizations must provide adequate supervision for its members at all times.

In accordance with the policies of the Episcopal Diocese of Connecticut, we recommend all events for children and/or youth must have at least two (2) unrelated adults present at all times.

Emergency Care Personnel

Camp Washington does not provide Emergency Care Personnel on site for user groups. We recommend that adult user groups bring with them an adult trained to be on duty with CPR certification from a nationally-recognized provider and, for youth groups, First Aid certification from a nationally-recognized provider. In the event of a medical emergency we recommend dialing 911 to utilize community emergency services.