



# 2018 RENTAL AGREEMENT

## CAMP PARADISE VALLEY

**EVENT NAME:** \_\_\_\_\_  
**EVENT DATES:** \_\_\_\_\_  
**ESTIMATED COST:** \_\_\_\_\_



**Camp Services Manager**  
1881 Salvation Army Road  
Burkesville, Kentucky 42717  
[www.campparadisevalley.com](http://www.campparadisevalley.com)  
270-433-6733-p : 270-433-5802-f

**Camp Services Manager Received**

**Divisional Finance Board Approval**

# CAMP PARADISE VALLEY...

## *Welcome to Paradise*

From all of us here, we first want to say THANK YOU for choosing Camp Paradise Valley.

Our staff wants to provide you with a positive experience in one of the most beautiful locations in the South! The steps listed below will explain how to go about our rental process. If you have any questions, please do not hesitate to contact Stephanie Rutledge, Camp Services Manager at **270-433-6733**. Her job is to custom tailor your stay to fit the needs of your organization.

First, the attached contract should be signed by an authorized representative from your group. This signature will remain valid should the representative vacate the position. Know that the person who works with our team should be the person in charge during the event. Please take the time to read to the attached contract carefully. You will need to initial by each agreement.

Afterwards, attached a non-refundable deposit check of \$200.00 (payable to: The Salvation Army) Return the contract to [Stephanie.Rutledge@uss.salvationarmy.org](mailto:Stephanie.Rutledge@uss.salvationarmy.org) OR to:

Camp Services Manager  
Camp Paradise Valley  
1881 Salvation Army Road  
Burkesville, KY 42717

Our booking process only allows us to finalize your rental dates when: We receive a completed and signed contract with your \$200.00 deposit **AND** The Salvation Army Divisional Finance Board approves the contract. Our Camp Services Manager will send a copy of this contract to you as confirmation of this agreement. Please have the contract and check in at least 40 days before an event to ensure your agreement is approved in time.

Again, we want to welcome you to Paradise!

Camp Paradise Valley is proud to be accredited by the **American Camping Association**. Maintaining our accreditation requires we operate in a manner consistent with established guidelines and policies. In doing so, we insure that our facility is committed to complying with current industry standards for safety. Please help us in achieving this commitment. Should you have any questions or concerns please share them with us. A full copy of all policies and procedures is available in the camp office.



## 2018 FACILITY INFORMATION AND COSTS PER DAY

### FACILITIES

| Facilities                             | Capacity                          | Description                                  | Cost Per Day |
|--|-----------------------------------|--|--------------|
| <b>Worship &amp; Activities Center</b> |                                   |  |              |
| Sanctuary – Day Use                    | 350 (can be divided into 3 rooms) | Podium, Stage, Sound, LCD Projector & Screen | \$300        |
| Sanctuary – Weekend Use                | 350 (can be divided into 3 rooms) | Podium, Stage, Sound, LCD Projector & Screen | \$500        |
| Sanctuary – 5 Day Use                  | 350 (can be divided into 3 rooms) | Podium, Stage, Sound, LCD Projector & Screen | \$700        |
| Side Wing of Chapel                    | 15-30                             | Podium, Sound, LCD Television                | \$100        |
| Classroom (each)                       | 15-30                             | Podium, White Board, Screen                  | \$75         |
| <b>Rec Hall</b>                        |                                   |  |              |
| Large Auditorium                       | 250                               | Portable Sound System, Screen, Podium        | \$100        |
| <b>Dining Hall</b>                     |                                   |  |              |
| Main Dining Room                       | 200                               | Podium, PA System, 2 Serving Lines           | \$250        |
| Private Dining Room                    | 50                                |  | \$90         |
| <b>Large Outdoor Pavilion</b>          | 275                               | Outdoor Covered Stage, Sound                 | \$100        |
| <b>Hillside Classroom</b>              | 50                                | Internet Capability                          | \$75*        |
| <b>Dale Hollow Lounges</b>             | 55 (total)                        | Internet Capability/TV                       | \$100*       |
| <b>Arts &amp; Crafts Center</b>        | 20                                | Air Conditioning                             | \$30         |
| <b>Softball Field Classroom</b>        | 40                                | Air Conditioning                             | \$30         |
| <b>Nurse's Station</b>                 |                                   |  |              |
| Use of Room – No Supplies              |                                   |  | \$30         |
| Use of Room – Access to Supplies       |                                   |  | \$90         |

\*FEE WAVED IF USING BUILDINGS FOR LODGING

### CABIN STYLE LODGING

| Facilities              | Capacity  | Description   | Cost Per Day |
|-------------------------|---|---|--------------|
| <b>Small Cabins (5)</b> | 13 beds on each side/4 beds in counselor room/30 capacity | Bunk-beds, climate controlled, no linens or towels provided/per night | \$100        |
| <b>Large Cabins (3)</b> | 16 beds on each side/4 beds in counselor room/36 capacity | Twin beds, climate controlled, no linens or towels provided/per night | \$150        |

### HOTEL STYLE LODGING

| Facilities               | Capacity | Description   | Cost Per Day |
|--------------------------|----------|---|--------------|
| <b>Dale Hollow Lodge</b> |          |   |              |
|                          | 27 Rooms | 2 twin beds w/bathroom; no linens or towels provided                                  | \$50         |
|                          | 1 Room   | 1 twin bed w/ bathroom; no linens or towels provided                                  | \$50         |
|                          | 2 Rooms  | 1 queen bed w/bathroom; no linens or towels provided                                  | \$50         |
| <b>Hillside Lodge</b>    |          |   |              |
|                          | 15 Rooms | 2 double beds w/ bathroom; bedspread & pillows provided. No towels or sheets provided | \$60         |

*Roll-away beds are available for an additional fee of \$10.00 per bed*

### RECREATION OPTIONS

| Facilities                            | Capacity  | Description   | Cost Per Day   |
|---------------------------------------|---|---|--|
| <b>Swimming Pool</b>                  | minimum 4 hours/maximum 8 hours per day                                       | Contingent upon availability of certified facilitators. Pool closed September-April | \$500  |
| <b>Canoes</b>                         | Per day   | Provide your own facilitator.   | \$30   |
| <b>Pontoon Boat</b>                   | Orientation with Camp Services Director required before use/driver must be 21 | Available year round.   | \$60   |
| <b>Spirit of Paradise Party Barge</b> | Minimum 2 hours/max 4 per day.<br><b>Camp Services Director must drive.</b>   | Available year round  | \$200*<br><small>*see Paradise Tours on page 4 for more options*</small> |
| <b>Certified Lifeguard</b>            | Minimum 2 hours/Maximum 8 hours   | Available year round  | \$50/hr  |
| <b>Camp Fire Circle</b>               | Per day   | S'more supplies for an additional \$30. Fire building an additional \$15.           | \$30   |

# ***SPIRIT OF PARADISE TOURS***



## **Want to experience the beauty of Dale Hollow Lake?**

Your rental group can take advantage of the getting a beautiful tour of the lake that includes a thirty person, two hour boat ride in our *Spirit of Paradise Party Barge* which has a slide for swimming and two hour excursion in one of the largest manmade lakes in the South. With an experienced navigator, your group will learn about the formation of the lake and see many of the natural beauty in our area. You will also get to stop on one of the large islands and even at a Marina with a restaurant and other souvenirs. The cost? **Only \$200.**



# RENTAL GROUP BOOKING ARRANGEMENTS

In order to serve you to our best ability we need some information about your event. Please fill out the following pages in the contract and mail it in or email it to Camp Services Manager, Stephanie Rutledge at: Stephanie.rutledge@uss.salvationarmy.org An invoice will be sent based on these needs.

In order to fulfill your meeting, lodging, equipment and recreational needs, we must have this form returned to us as soon as possible. (Please note that all times are CENTRAL STANDARD TIME (CST).)

Group Name/Organization: \_\_\_\_\_

Event: \_\_\_\_\_

Address: \_\_\_\_\_  
Street # & Name City State Zip Code

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

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

## Contact/Billing Info:

Contact Person: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_  
Street # & Name City State Zip Code

Arrival Date: \_\_\_\_\_ Arrival Time (CST): \_\_\_\_\_

Departure Date: \_\_\_\_\_ Departure Time (CST): \_\_\_\_\_

Number Expected: Minimum: \_\_\_\_\_ Maximum: \_\_\_\_\_

Will you be taking advantage of the Camp Paradise Valley dining services? Yes No

Will you be using our outdoor grill option if not taking advantage of dining services? Yes No

## Recreational Options

If your group is interested in using any of the following recreational options, please check each option you would like:

Swimming Pool  Canoes  Pontoon Boat  Camp Fire Circle

Campfire Set Up  Spirit of Paradise Tour

# Camp Paradise Valley

## DINING SERVICES



A fully operational industrial kitchen and a friendly cook staff await you at Camp Paradise Valley. Take all the guesswork out and take advantage of our Dining Services Program! With prices this affordable, it makes sense to join us around the fireplace in our gorgeous dining hall. We also can provide a variety of refreshments as well.

Before your event, you will work with the Camp Services Manager to plan a menu for your group. We have many options but the menu would need to be set 14 days before your event. Some menu examples from our previous rental groups are below:

### **BREAKFAST - \$7.25/pp**

All breakfast entrees served with a selection of: milk, juice, cereal, asst. fresh fruit, coffee, and scrambled eggs

- B1 – Biscuits & Gravy w/ Sausage Patties
- B2 – Pancakes, waffles, or French Toast & Bacon & Cooked Apples
- B3 – Large Cinnamon Rolls
- B4 – Continental – selection of muffins, bagels w/ cream cheese, sweet rolls & danishes

### **LUNCH - \$8.25/pp**

All lunch entrees served with a selection of: salad bar, tea, coffee, water

- L1 – Chicken Fingers, Macaroni & Cheese, Green Beans, Roll
- L2 – Cheese & Pepperoni Pizza, Garlic Breadstick, Celery OR Carrot Sticks, Dip
- L3 – Beef Hotdogs w/ Buns & Chili Sauce, Potato Salad, Fries or Chips
- L4 – Hamburger/Cheeseburger, Seasoned French Fries, Baked Beans
- L5 – Pulled Pork Sandwich (or platter), potato wedges, coleslaw
- L6 – Turkey & Ham Croissant Sandwiches & Homemade Soup

### **DINNER - \$8.50/pp**

All dinner entrees served with a selection of: salad bar, tea, coffee, water, dessert

- D1 – Fried Chicken, mashed potatoes, green beans (or another veggie), roll
- D2 – Baked Chicken Breast\*, baked potatoes, broccoli & cheese, roll
- D3 – Ham, caramelized carrots, corn (or corn on the cob), roll
- D4 – Pot Roast w/ potatoes & carrots, green beans, roll
- D5 – Beef Nachos, Spanish rice, refried beans
- D6 – Fish (baked or fried) and/or popcorn shrimp, coleslaw, hushpuppies

\*can be substituted for steak or pork chop for \$2.00 more per person

### **REFRESHMENTS - \$4.25 per person**

- R1 – Fresh fruit, Danish tray, assorted soft drinks, and coffee
- R2 – Fresh fruit, cheese tray with crackers, soft drinks, and coffee

### **SERVING TIMES:**

*Our serving line will only stay open 30 minutes. All times listed are CENTRAL STANDARD TIME. Our meals are served at the following times. Please plan accordingly.*

- Breakfast 8 am
- Lunch Noon
- Supper 5 pm

*(Exceptions permitted with prior approval of Camp Services Manager)*

Please Note:

- Rental group must return **menu plan** to Camp Paradise Valley not less than 14 days prior to your event. Once your selections have been made and your meal count is given, changes in the count can be made up to 5 days before the event. The Rental Group will be charged based on the count given, or if any additions are made which ever amount is greater will be charged.
- Camp Paradise Valley does not offer take out trays, all meals should be eaten in the Dining Hall.
- Camp Paradise Valley is not responsible for storage of food.
- Camp Paradise Valley does not allow cooking for meals in Commercial Kitchen, Lodging Rooms, Cabins or Lounges.
- Rental Groups can use the Outdoor grill for a fee of \$30.00 per day. The rental group will need to provide charcoal and is required to dispose of all trash.

# DINING SERVICES – MENU SELECTIONS

Under “Day” – list # of persons to be served



|                      | Menu Selection | Day 1 | Day 2 | Day 3 | Day 4 | Day 5 | Day 6 | Day 7 | Total Meals |
|----------------------|----------------|-------|-------|-------|-------|-------|-------|-------|-------------|
| EXAMPLE              | B3             |       | 100   |       |       |       |       |       | 100         |
| BREAKFAST – 8 A.M.   | B1             |       |       |       |       |       |       |       |             |
| \$7.25 per person    | B2             |       |       |       |       |       |       |       |             |
|                      | B3             |       |       |       |       |       |       |       |             |
|                      | B4             |       |       |       |       |       |       |       |             |
| LUNCH – 12 NOON      | L1             |       |       |       |       |       |       |       |             |
| \$8.25 per person    | L2             |       |       |       |       |       |       |       |             |
|                      | L3             |       |       |       |       |       |       |       |             |
|                      | L4             |       |       |       |       |       |       |       |             |
|                      | L5             |       |       |       |       |       |       |       |             |
|                      | L6             |       |       |       |       |       |       |       |             |
| DINNER – 5 P.M.      | D1             |       |       |       |       |       |       |       |             |
| \$8.50 per person    | D2             |       |       |       |       |       |       |       |             |
|                      | D3             |       |       |       |       |       |       |       |             |
|                      | D4             |       |       |       |       |       |       |       |             |
|                      | D5             |       |       |       |       |       |       |       |             |
|                      | D6             |       |       |       |       |       |       |       |             |
| REFRESHMENTS         | R1             |       |       |       |       |       |       |       |             |
| Please note time for | R2             |       |       |       |       |       |       |       |             |
| Refreshments         |                |       |       |       |       |       |       |       |             |

Breakfast (Meal x Days) \_\_\_\_\_

Lunch (Meals x Days) \_\_\_\_\_

Dinner (Meals x Days) \_\_\_\_\_

Additional Options (Meals x Days) \_\_\_\_\_

Refreshments (Meals x Days) \_\_\_\_\_

## Any other special additions or menu ideas?

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# FACILITIES INFORMATION

## Lodging Needed

**Dale Hollow Rooms:** # of Rooms (2 twin beds) \_\_\_\_\_ (27 available)

# of Rooms (1 twin bed) \_\_\_\_\_ (1 available)

# of Rooms (1 queen bed) \_\_\_\_\_ (2 available)

**Hillside Lodge Rooms:** # of Rooms (2 double beds) \_\_\_\_\_ (15 available)

# \_\_\_\_\_ of **Large Cabins** (16 beds on sides/4 beds Counselor's room = 36 capacity / 3 available)

# \_\_\_\_\_ of **Small Cabins** (13 beds on sides/4 beds Counselor's room = 30 capacity / 5 available)

*\*Note: There will be a charge for all rooms reserved even if they aren't occupied during event.*

## Meeting Facilities Needed

### **Worship & Activities Center:**

Day Use: Day Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

Weekend Use: Dates Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

Week Use: Dates Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

Classrooms (3): Dates Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Rec Hall:**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Large Pavilion:**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Arts and Crafts Center:**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Softball Field Classroom:**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Hillside Lodge Classroom:**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Dining Rooms :**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Campfire Circle:**

Date(s) Needed: \_\_\_\_\_ Time(s) Needed: \_\_\_\_\_

### **Any Additional Facility Needs:**

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# GROUP RENTAL AGREEMENT FOR USE OF SALVATION ARMY FACILITIES

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

This agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ between The Salvation Army, hereinafter referred to as The Salvation Army or Camp Paradise Valley and Conference Center, and \_\_\_\_\_ hereinafter referred to as the Rental Group.

**WITNESSETH:**

Whereas, the Rental Group desires to use the facilities of Camp Paradise Valley known as The Salvation Army, a Georgia Corporation, with a permit to transact its activities in the Commonwealth of Kentucky, Camp Paradise Valley, located at 1881 Salvation Army Camp Road, Burkesville, KY 42717, hereinafter referred to as the “rented property” for the sole benefit and enjoyment of the Rental Group and its members, guests, and invitees.

AND WHEREAS, The Salvation Army Camp Paradise Valley is a Christian oriented camp and no alcohol or drugs will be allowed at any time. The Salvation Army desires and wishes to make available to the Rental Group, its members, guests, and invitees the following camp rental plan as outlined in Group Rental Agreement, Appendix A, and Appendix B.

Pursuant to this agreement and in consideration of the payments specified to be made to The Salvation Army, prior to the commencement of the period of use, the Rental Group shall be entitled to use the premises and facilities as outlines in Group Rental Agreement , Appendix A, Appendix B, for the period commencing on the dates above.

*In the event that, prior to six months before the commencement of the above rental period The Salvation Army shall determine that its own organizational needs require use of the above premises for all or part of the above-mentioned rental period, The Salvation Army shall have the right to cancel this agreement without being liable to the Rental Group for any damages that it might sustain on account of such cancellation. If cancellation of this contract by the Rental Group occurs less than 30 days prior to the beginning date shown, the Rental Group will be responsible for payment of 75% of the estimated attendance stated in the contract; with deposit amount applied toward the total due.*

NOW THEREFORE, in consideration of the covenants and agreements herein contained, it is mutually agreed that the above-mentioned premises shall be used and maintained by the Rental Group, its members, guests, and invitees subject to the following terms and conditions:

- 1) The Rental Group acknowledges receipt and understanding of the Group Rental Agreement, Appendix A, and Appendix B, and agrees to abide by all rules and guidelines contained therein.
- 2) The Rental Group assumes responsibility for and agrees to indemnify The Salvation Army against loss and/or damage to the property of Camp Paradise Valley arising out of the use of said premises by the Rental Group, its members, guests, and invitees.

- 3) The Rental Group also agrees to indemnify and save harmless The Salvation Army from and against any and all claims, demands, actions, suits or causes of action, including legal counsel fees and other costs of defending against the same, for loss, damage, or personal injury (including death) arising from the use of the rented property and facilities by the Rental Group, its members, guests, and invitees. **Use of the rented premises is entirely at the risk of the Rental Group.** The Rental Group shall procure insurance covering this "Hold Harmless" agreement and will provide a certificate of insurance with endorsements of comprehensive public liability insurance issued by a company acceptable to The Salvation Army, having protection of The Salvation Army as a named additional insured, and providing limits of comprehensive public liability of not less than \$500,000 injury to any one person, \$500,000 total liability arising from any one accident or incident, and \$100,000 property damage. The certificate must be attached to the contract before approval will be given.
- 4) The Rental Group further agrees:
  - a. To see that no wildlife, trees, or shrubs on the premises of Camp Paradise Valley or on the premises of any other person or corporation are damaged by the Rental Group, its members, guests, and invitees.
  - b. To supervise the activities of the Rental Group, its members, guests, and invitees, and to see that such activities are carried out in a safe and orderly manner.
  - c. To obtain the permission of Camp Services Manager before moving any fixture or article of furniture provided to the Rental Group.

## **Appendix A Policies & Procedures**

### **I. Medical Care & Insurance**

\_\_\_\_\_  
(initial)

- a. The Salvation Army provides no medical care for Rental Groups, nor do we carry insurance for medical treatment of the Rental Group, its members, guests, and invitees due to illness or injury.
- b. In recognition that The Salvation Army is a non-profit organization making the premises available for the benefit of the Rental Group, the Rental Group agrees to hold harmless The Salvation Army, its trustees, officers, employees, and members from any liability for injury to person or property arising from any cause whatsoever during the use of the premises by the Rental Group; or as a result of such use they further agree to defend any suit brought against The Salvation Army, its trustees, officers, employees, and members as a result of or alleging such liability.
- c. Use of the rented premises is entirely at the risk of the Rental Group.

### **II. Youth Groups**

\_\_\_\_\_  
(initial)

- a. The Rental Group will provide its own adult (18 & older) staff with ratios set forth by the American Camp Association according to the following guidelines:  
1:5 for ages 4-5 / 1:6 for ages 6-8 / 1:8 for ages 9-14 / 1:10 for ages 15-18
  1. In the event of an emergency or other event that the above ratios cannot be met – it is acceptable to use older delegates to meet the ratio requirement.
  2. These ratios *must* be met during the following times: free time, rest hour, after lights out, & early morning.
- b. A listing of all group members and emergency contact numbers should be on file with the Rental Group representative or leader. Additionally it is your responsibility to obtain signed parental permission forms for emergency treatment for all minors in your group.
- c. The Rental Group takes full and direct responsibility for youth under their care and should outline for Youth Groups their requirements and standards of conduct for behavior during their stay at Camp Paradise Valley.

- d. We strongly urge Rental Groups to employ the “Rule of Three” – An adult should never be alone with a minor. There should always be a third party either in auditory or visual range when a situation does require one-on-one interaction.
- e. The Rental Group is responsible for ensuring that all property is not destroyed or defaced in any fashion during the use of these facilities. The Rental Group accepts responsibility for any damage to property done by members of the Rental Group, guests, and invitees. Any repairs will be made by The Salvation Army with the cost passed on to the Rental Group.
- f. Failure to properly supervise Youth Groups could result in the entire group being requested to leave with the loss of any deposits.

III. **Kitchen**

\_\_\_\_\_ (initial)

- a. The Camp Paradise Valley commercial kitchen is not available to the Rental Group for cooking. Kitchen equipment and supplies are also not permitted for use if renting the Dining Room.
- b. The Rental Group may use the lounge kitchenette, refrigerators, microwaves, coffeemakers, and ice makers during the duration of the rental period (if lodge is rented). Use of those items does require the Rental Group to dispose of any and all food items belonging to their group prior to departure. There is to be no cooking in any kitchen or any facility used by the Rental Group.

IV. **Emergency Care and Transportation**

\_\_\_\_\_ (initial)

- a. Camp Paradise Valley recommends that the Rental Group have an adult present that is certified in First Aid and CPR/AED from a nationally recognized organization.
- b. The local emergency room is located in Burkesville, KY approximately 20 minutes from Camp Paradise Valley. The Rental Group is responsible for any emergency transportation for their group. If you have to call 911, **please notify** the Camp Services Manager to advise that an emergency call is being made.

V. **Health Information**

\_\_\_\_\_ (initial)

- a. All first aid supplies are the responsibility of the Rental Group. Rental of our Nurse’s Station & supplies is available.
- b. Camp Paradise Valley advises that the Rental Group have a list of all participants with their addresses and emergency contact information. This list should also include known allergies and/or other health conditions. All minors without a parent/guardian on site should have written permission for emergency treatment or a signed religious waiver.

VI. **Restricted Activity Areas**

\_\_\_\_\_ (initial)

- a. Camp Paradise Valley does not allow the use of the swimming pool or lake area without certified staff to supervise the activity. No one is to be inside the pool fence or around the lake without proper supervision by staff.
- b. Please watch children as they can wander into the lake area and not realize the danger.
- c. Camp Paradise Valley advises that there are no barriers to prevent persons in wheelchairs from accidentally rolling into the lake or swimming pool. The Rental Group must take precautions and is held responsible for the well being of persons in wheelchairs.
- d. The Camp Maintenance Areas are off limits to any except Camp Paradise Valley staff. This includes the maintenance shop, area around the shop, and storage rooms.
- e. The Camp Services Manager reserves the right to close any activity or facility deemed unsafe, due to weather conditions, inadequate supervision or other hazards not defined.

**VII. Orientation**

\_\_\_\_\_  
*(initial)*

- a. The representative or leader of the Rental Group is to meet with the Camp Services Manager upon arrival for an orientation of the facilities and a review of safety procedures and emergency procedures. Use of the rented premises is entirely at the risk of the Rental Group. The safety procedures are as follows:
  - 1. Always obey the posted speed limits on roadways.
  - 2. All sleeping dwellings are supplied with fire extinguishers.
  - 3. There are to be no fires built except in designated areas with prior approval.
  - 4. Minors are to have adult supervision at all times.
  - 5. Always obey posted safety rules and stay out of restricted areas.
 The emergency procedures are as follows:
  - 1. Always contact the Camp Services Manager for any emergency, *after* calling 911.
  - 2. In the event of a missing person, contact the Camp Services Manager for assistance.
  - 3. The Camp Services Manager or Camp Services Director will review all other emergency procedures during the check-in of the rental group. (severe weather, intruders, fire, etc.)

**VIII. Additional Policies and Procedures**

\_\_\_\_\_  
*(initial)*

- a. Alcoholic beverages and illegal drugs are strictly prohibited on Camp Paradise Valley property. Violators will be ejected, and local law enforcement may be contacted if illegal substances are discovered.
- b. Smoking is permitted in the designated area only – small pavilion behind dining room. There is no smoking inside or outside any of the buildings.
- c. Firearms & weapons are strictly prohibited on Camp Paradise Valley property. Violators will be ejected.
- d. Pets are not allowed in or on any Camp Paradise Valley facility/property.
- e. Vehicles are to be driven and/or parked in designated areas only. Loading/unloading areas are not to be used for parking. Additionally, there is to be no driving and/or parking on the grass. We are a park & walk facility.
- f. Golf carts and utility vehicles owned by The Salvation Army are off limits to the Rental Group.
- g. The Salvation Army will not be liable for lost, damaged, or stolen property belonging to the Rental Group, its members, guests, and invitees.
- h. Personal sports equipment (ex. – archery equipment, bats, climbing gear, etc.) should not be brought on the property unless absolutely necessary and with prior approval from the Camp Services Manager. If it is brought on the property it is only to be used by the owner of the equipment and should be safely and securely stored when not in use.
- i. Joint occupancy by individuals of the opposite sex will only be allowed for legally married couples.

**Appendix B  
General Information**

**BASIC USAGE FEE:**

\_\_\_\_\_  
*(initial)*

For groups doing simple camping in tents, a basic usage fee of \$10 per guest per night

**BASIC FACILITIES:**

\_\_\_\_\_  
*(initial)*

The facilities listed must be reserved in advance on the Rental Agreement. Access to these facilities includes use of chairs, available tables, lights, and minimal audio equipment (microphone, stand). Special

set-ups of these rooms can be requested to the Camp Services Manager and ready when you arrive at no additional cost. Recreation areas included in the basic facilities are: volleyball court, tennis court, basketball court, playground, softball field, gaga pits, and nature trails. Please ensure all trash is placed in trash cans upon departure.

The “per day/night” charge should be multiplied by the number of day/nights as applicable to determine a total charge. Housing capacities are listed for all accommodation options and cannot be exceeded for any reason. A one-day rental minimum charge is required for each facility selected, and no 1/2 day charges are permitted. Roll-away beds rented are available for use. ***Linens and towels are not provided in any housing area.***

## OPTIONAL RECREATIONAL FACILITIES:

\_\_\_\_\_ (initial)

All Water Activities: A certified lifeguard is required at each water activity. It is the responsibility of the Rental Group to provide these personnel. We recommend a lifeguard that is certified in first aid, CPR, and use of an AED, and trained in blood borne pathogens. A copy of the certifications must be submitted to the camp office. Camp Paradise Valley can provide a certified lifeguard for a fee. See cost sheet.

Swimming Pool: The swimming pool can be scheduled for your group. No food or drinks are allowed at the pool at any time. All posted rules must be followed. The Rental Group is required to have supervision (1:25) whenever the pool is in operation. Camp Paradise Valley does not provide certified lifeguards – this is the responsibility of the Rental Group. The Rental Group must provide copies of lifeguard’s certification. No one is to enter the pool house or pump area at any time. The Rental Group is responsible for cleanup of pool area following scheduled swim times. The pool is closed September - April.

Waterfront (Paddle Boats/Canoes/Pontoon/Party Barge): Rental Groups are required to have supervision/lifeguards whenever there are activities at the lake. Camp Paradise Valley does not provide certified lifeguards – this is the responsibility of the Rental Group. The Rental Group must provide copies of the lifeguard’s certification. The lake is off limits to all persons under the age of 18 without a lifeguard on duty. A State of Tennessee fishing license is required for all persons 16 years of age and older. Boats and water equipment are available for rental – with approved and required supervision/lifeguard(s). All riders must wear a properly secured life vest. No ramming or tipping of paddleboats or canoes. Drivers of pontoons must be 21 or older and must go through an orientation with the Camp Services Director before use. Camp Services Director will be the only driver of the party barge.

Recreation Courts/Areas: Lighted tennis, basketball, volleyball courts, playground, gaga pits and softball field are available. Use of recreation court lighting must be coordinated with the Camp Services Manager. Proper clean up and return of all sports equipment to the proper storage area.

## MENU SELECTIONS:

\_\_\_\_\_ (initial)

Menu choices are listed in this agreement. Choices must be made at least two weeks prior to rental. Number of persons to be served each day at each meal should be indicated beside the appropriate selection, totaled and multiplied by meal cost indicated for a total meal cost. All meals and refreshments will be served in the Dining Room. Meal preparation by the Rental Group in the kitchen or any other facility is not permitted, nor will Camp Paradise Valley store perishables for the Rental Group. Catering in prepared food is permitted in the Dining Room and Large Pavilion only. Personal grills and/or fryers may be brought onto our property to be used for cooking in designated areas only. Our large charcoal grills (2) are available for a minimal fee.

## **CLEAN UP RULES AND REGULATIONS:**

\_\_\_\_\_  
(initial)

- 1) We ask that all trash be put into the cans provided around the camp.
- 2) Please return all sporting equipment to the proper storage building where the equipment was found. Equipment must be in the same condition in which you originally received it. No equipment should be left in the sports areas.
- 3) Failure to abide by Camp Paradise Valley rules and regulations will result in ejection of the Rental Group with no refunds. The Rental Group will be held financially responsible for any damages to Camp Paradise Valley property during their stay.

## **CHECK-IN PROCESS**

\_\_\_\_\_  
(initial)

- 1) Person-in-charge to check in with Camp Services Manager in Dale Hollow Office.
- 2) Check-in information and keys will be given to PIC
- 3) Review of guidelines, safety & emergency procedures

## **CHECK-OUT PROCESS**

\_\_\_\_\_  
(initial)

- 1) PIC will contact Camp Services Manager to let them know they are ready to start the check-out process.
- 2) PIC & Camp Services Manager will make sure all keys are turned in
- 3) Final payment will be due at the end of the event to the Camp Services Manager

## **DECORATING GUIDELINES**

\_\_\_\_\_  
(initial)

Please adhere to the following guidelines when decorating at Camp Paradise Valley:

- 1) NO duct tape is to be used for decorating – no exceptions.
- 2) No nails, thumbtacks, staples, tape, etc. are to put in or on walls or furniture (if you need help with putting something up please contact the Camp Services Manager)
- 3) Taper candles and other candles that may drip wax must have protection underneath them (wax paper, plastic, etc.)
- 4) Flower pots must have protection underneath to protect floor from leaks
- 5) Candles must be extinguished immediately following the event
- 6) Camp Paradise Valley is not responsible and cannot be held responsible for damages done to decorations.
- 7) Camp Paradise Valley does not provide decorating supplies, etc.
- 8) The Rental Group cannot hold Camp Paradise Valley liable for any injuries sustained during decorating. Rental groups decorate at their own risk.
- 9) All decorations and tools used for decorations must be removed before check out. This includes anything used to secure decorations.
- 10) Damages made to Camp Paradise Valley property will result in the security deposit not being returned.

***A deposit of \$200.00 will be required at the time of the signing of this agreement in order to secure the requested dates. The balance will be paid before your group leaves the property during your stay.***

We, the undersigned, understand the information provided on the Group Rental Agreement, Appendix A, and Appendix B and will abide by the rules and guidelines therein.

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Rental Group Representative

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Date

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Camp Services Manager  
*Representative of The Salvation Army*

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Date