

Ingalls Creek

INGALLS CREEK CENTER

12355 Ingalls Creek Rd., Peshastin, WA 98847 www.ingallscreek.org

2023 USER AGREEMENT

Group/Organization: _____ Group size: min. _____ max. _____ people
Address: _____ City _____ State _____ Zip _____
Contact Name _____ Contact Phone No. _____
Contact E-Mail: _____ Alternate Phone No. _____
Type of Group: _____ Number of Adults ____ Teens ____ Children ____
(Youth Group, Scout, School, Family, Men, Women, Other, etc.)

_____ **Overnight Stay** OR _____ **Day Use ONLY** (no overnight stay)

Arrival Date: _____ ETA (Standard Check-in is 3:00 PM. for Overnight) _____

Departure Date: _____ ETD (Standard Check-out is 11:00 AM. for Overnight) _____

Facilities/Amenities Requested (mark all that apply to your needs)

_____ **Lodge Overnight:** (Sleeps 40) **Base rate includes:** Dorms, Lupine Suite, commercial kitchen, gathering areas and grounds.

_____ Dormitories-sleep 32 (8 double stacked bunkbeds in each of the two dormitories)

_____ Lupine Suite-sleeps four (one Q bed, two ground level bunk beds,) private bathroom w/shower

_____ Alpine Apartment, **Additional** fee to Lodge Rental, sleeps up to four (one Q bed, two stacked bunk beds),

Includes a private bathroom w/ tub shower, small kitchen suitable for use by groups with 15 or fewer guests

_____ **Commercial Kitchen in Lodge,** _____ **Pavilion,** _____ **Amphitheater,** _____ **Outdoor Sports/Recreation areas**

_____ **Overhead Projection System** (PC computer compatible)

_____ **Camp Grounds Overnight:** Number of camp sites needed: ____ (1-24) Approx. number of people: ____ (four max per camp site)

_____ **Bray Cabin:** Separate log home adjacent to Lodge (Sleeps up to 9 : two Bedrooms w/ Q beds /two Bathrooms, open

loft w/ twin over full bunk bed, one Q sleeper sofa in the loft)

All Requests/Reservations: are subject to confirmation and approval by Ingalls Creek management.

Deposit: An approved reservation will be considered "pending" for up to two weeks. After that, a \$600 deposit for lodge and \$500 deposit for the Bray Cabin and this **User Agreement** is **required to confirm your reservation.**

Cancellation Policy: **Groups cancelling within 60 days of their event will lose their deposit**

Payment: Balance of your payment is due after your stay and receipt of an invoice for actual number of guests attending.

Certificate of Insurance: In addition to this **User Agreement** your group is required to provide a **Certificate of Insurance** from your insurance company. It must list Ingalls Creek Enrichment Center as additional insured and include the dates that you will be using our facility. It should be emailed to registrar@ingallscreek.org at least one week prior to your event.

Hold Harmless Agreement: The undersigned agree(s) to indemnify and save Ingalls Creek Enrichment Center or any lessees harmless from any and all loss or liability, accident or illness, arising from the use or occupancy of the Ingalls Creek premises, including Bray Cabin, by any persons whomsoever during the time Ingalls Creek is used or occupied by the undersigned group. This indemnification waiver extends to Alanna's Landing if used during the Ingalls Creek event. Rental groups are responsible for taking all reasonable actions for their group's safety and following camp rules.

Photo release: I hereby grant permission to Ingalls Creek Enrichment Center, to photograph people in or with our group during activities and to use the photographs, video and/or film in Ingalls Creek audio-visual and printed materials without compensation or approval rights. I have written permission of parents or guardians for any minors in our group.

No Pets are allowed In respect to all our guests, no pets are allowed inside any of the buildings. Thank you for your cooperation.

Questions: **Contact Guest Services Director, Karen Brown (509) 548-3306 or email -- registrar@ingallscreek.org**

Please sign and return this User Agreement along with the damage/reservation deposit to:
Ingalls Creek Center, 12355 Ingalls Creek Road, Peshastin, WA 98847

I/We _____ (please print name) agree to the conditions, rules and standards stated or attached.

Position: _____ Sign name: _____ Date: _____

Please Note: Ingalls Creek reserves the right to deny use or to terminate use privileges to any group or individual that the Ingalls Creek board or its representative determines to be harmful to facilities, ministries, or purposes of Ingalls Creek *, including disruptive or undesirable behavior impacting neighbors or other users.

*Ingalls Creek purposes are stated in the bylaws of Ingalls Creek Enrichment Center, with particular emphasis on Article IV, Tenets of Faith, and in the Ingalls Creek Enrichment Center vision statement, available on request.