

BOOKING TERMS

A Tentative booking may be made, but must be confirmed in writing within 14 days by return of signed booking form. Confirmation must be accompanied by a deposit determined by the Manager and accommodation booked. This is not refundable on cancellation of booking.

- A minimum of 35 guests is required for all group bookings for the Dormitories.
- A minimum hire charge applies for all cottages.

CANCELLATION POLICY

- Deposits are non-transferable.
- Deposits are non-refundable.
- Payment is required where a booking is cancelled within 2 weeks of the arrival date.

ARRIVALS AND DEPARTURES

Arrival: Camp Leaders and Individuals please report to Manager for site briefing and access to the keys. Check-in times are from 2pm.

Departure: The Camp Leader is responsible to ensure the group leaves the site in a clean and tidy condition. The Manager will conduct a site inspection with the Camp Leader prior to departure. Failure to adequately clean will incur a cleaning fee. Check-out time by 10am.

There will be a \$1/person/hr surcharge for arrivals and departures outside of check-in and check-out times.

DISCIPLINE

The person booking the Centre will be responsible for the behaviour of the group. The management reserves the right to ask any person who does not abide by the rules of the Centre to leave the property. Any conduct inconsistent with the Baptist Churches of Western Australia beliefs and purposes will be deemed unacceptable behaviour.

KENNEDY CONDITIONS

1. **Boats:** No hosing down or washing of boats or flushing of boat engines permitted onsite
2. **Beach:** The beach is unpatrolled. It is recommended that groups provide appropriately qualified persons to supervise beach users.
3. **Cottages:** Other guests may be using the cottages. Camp Leaders please encourage groups to be courteous and advise groups to keep clear of the cottages.
4. **Tea Towels:** Please bring your own tea towels.

GENERAL CONDITIONS

5. **Accounts: Group** bookings are to pay account within 7 working days of invoice date. Any breakages or additional charges will be included in the final account. **Cottage and Individual** bookings are to finalise account on check-in.
6. **Alcohol:** We are proud to be an alcohol free site.
7. **Beds and Bedding:** Beds in the cabins are double-bunks. Mattresses and bed protectors are not to be removed from the beds or cabins. As per the National recommendation, we suggest that children under the age of 9 years sleep on the bottom bunk.
8. **Certificate of Currency:** Groups are required to provide a Certificate of Currency for public liability insurance.
9. **Check in and out times:** Rooms are to be cleaned and vacated by 10.00 am on the day of departure. Site arrival and departure time to be pre-arranged by Centre Management.
10. **Cleaning:** The facilities are expected to be kept in a clean and tidy state for the duration of stay. At the close of occupancy, each group is to leave the property in the way in which it was found, this includes cabins, facilities and the grounds. Please dispose of all litter in bins provided. It is the responsibility of Group leaders to ensure the campsite is left in a clean and tidy state at the end of your stay.
11. **Equipment:** All furnishings and equipment must not be removed from buildings. Please report any damage to equipment to the Camp Managers
12. **External Activity Providers:** If engaging a third party activity provider, please supply Provider Name and ABN, Activity description and current Public Liability Insurance evidence. Camp Management reserve the right to full discretion over the activity providers admitted to camp premises.
13. **Fires:** Fires are not permitted on site or in the surrounding areas without the express permission of the Centre Management.

Fire Equipment: Fire equipment is not to be tampered with or used in any circumstance other than for emergency fire fighting purposes.

14. **First Aid:** It is the responsibility of each group to provide its own First Aid equipment and trained First Aid provider.
15. **Food:** All food scraps are to be placed in the rubbish bins. No food is to be left out for native animals.
16. **Laundry:** A coin operated Washing Machine is available for use
17. **Liability:** The Camping Centre does not accept liability for loss of property, damage or personal injury arising from use of the facility.
18. **Linen & Toiletries:** All guests staying in cabin accommodation must bring and use a fitted bottom sheet due to health and safety issues, bedding/sleeping bag and pillow, towel and other personal items such as sun screen, insect repellent, torch etc.
19. **Noise:** In consideration of others, noise is to be kept to a minimum between the hours of 10pm and 8am
20. **Parking:** Vehicles must be parked in the allocated parking areas only. We recommend you lock your vehicle and do not leave any valuables inside.
21. **Pets:** No pets of any kind are permitted on the property.
22. **Property damage and loss:** All breakages, graffiti and losses to the Centre's property or equipment are to be reported immediately to the Centre Management. Costs incurred will be invoiced to the group.
23. **Smoking:** We are proud to be a smoke free site.
24. **Sporting and Activity Equipment:** Please bring any sporting equipment with you such as tennis racquets, footballs, soccer balls, cricket gear etc.
25. **Supervision:** Camp Leaders are responsible for the supervision of children and their group at all times.