

GENERAL CONDITIONS OF HIRE

Here are a few rules so that your stay may be safe and enjoyable for your group and those that follow. Please feel free to discuss these in further detail with the Camp Manager. Thankyou in advance for abiding them.

THE CAMP MANAGER: The Camp Manager acts on behalf of the Araluen Camp Management Committee in the administration of the day to day running of the Camp. Any queries or problems before, during or after your stay should be referred to the Camp Manager.

SUPERVISION: The hiring group leaders are responsible for the health, welfare and behaviour of their group at all times. This includes those times when being assisted or under instruction by any person acting on behalf of the Araluen Camp. NOTE: The low ropes course must always be supervised by an adult.

PROPERTY: Any property damage, defacement or loss must be reported to a member of camp staff immediately. Replacement or repair costs will be included with the normal invoice issued at the conclusion of your stay. It is recommended that upon arrival, a leader(s) is to inspect the property and advise a camp staff member of any damage or matter requiring attention. This inspection should take place before the buildings are made available for use.

DORMITORIES: The minimum number in each Ensuite dormitory is four on average. Any reduction in this is only available by prior arrangement with the camp management and an extra fee may be charged.

BEDDING: **Linen is not provided** You will need to bring your own pillow and bedding or sleeping bag). Linen may be hired at extra cost.

MEALS: Meals are served at regular times and can begin anytime during the windows shown below. Meals can be served outside of these times if pre-arranged, an extra fee may apply.

- Breakfast 7am – 9am
- Lunch 11am - 1pm
- Dinner 5pm - 6pm

CLEANING: A comprehensive cleaning list of duties is located in each dorm (behind door) and in the hall. If you would prefer any cleaning duties to be undertaken by Camp Staff please refer to the Camp Manager for an appropriate costing. An extra fee will be charged for groups failing to clean to the expectations of camp management

CLEANING HALL / DINING & KITCHEN AREA

Each group must provide smaller duty groups for each main meal (groups of 4-6 work well) who will be responsible to...

- Set tables.
- Clear and wipe tables
- Rinse all dishes and cutlery before placing them into dishwasher.
- Dry (where necessary) and put away all washed items
- Clean wash area and mop if required
- Sweep hall as required.

Upon departure...

- Sweep floors
- Return all furniture/equipment to its place as per plan displayed in hall.
- Put chairs upside down on tables

BEDROOMS

- Sweep ensuites

- Pick up rubbish
- Empty rubbish bins into outside wheelie bins
- Fold up any blankets/donahs supplied and leave on beds
- Straighten beds
- Return keys

CAMP GROUNDS

- Pick up any litter
- Return any sports equipment and furniture to its allocated place.

FITTINGS: Beds, mattresses, blankets, furniture, kitchen equipment, fittings or part thereof shall not be removed from the buildings without the direct permission of the Camp Manager or Staff.

FIRST AID: All First Aid requirements are the responsibility of the hiring Group.

ILLEGAL & OFFENSIVE ITEMS: Illegal drugs, Firearms, ammunition, any weapons (including knives), firecrackers/rockets and pornographic items are strictly forbidden on the Camp property at all times.

ALCOHOL: Intoxicating liquor is not permitted on the camp property **without prior arrangement with the Camp Manager**. Any person with unauthorized possession of, or under the influence of, alcohol may be asked to leave the campsite.

SMOKING: Smoking in any buildings is strictly prohibited; persons under the age of 18 are not permitted to smoke while on Camp Property. Cigarette butts are to be placed only in receptacles provided for that purpose.

FIRES - NO FIRES ARE PERMITTED ON TOTAL FIRE BAN DAYS: No fire may be lit without the direct permission of the Camp Manager and only in areas as directed. Constant supervision and the following of current CFA guidelines is the sole responsibility of the camp user group. Camp Fire Wood can be supplied at a charge of \$50.00 or you may provide your own.

CONTACT PHONE NUMBER WHILE AT ARALUEN: There is a payphone located in the main hall which can be used to contact campers at anytime. The number is (03) 5263 1446.

PETS: Sorry no pets are allowed, (Guide dogs welcome).

VEHICLES: Vehicles are to be driven in a safe manner, on driveways only. There is a camp speed limit of 10kph. Parking of vehicles is to be as requested by the camp manager.

NOISE: Noise is to be kept to acceptable levels in regard to our Good Neighbour policy at all times, this is to be strictly adhered to between 10pm and 7am.

CAMP MANAGEMENT RESERVES THE RIGHT TO TERMINATE OCCUPENCY WITHOUT NOTICE, FOR ANY BREACH OF THE AFOREMENTIONED CONDITIONS FOR HIRE, OR FOR ANY UNDESIRABLE CONDUCT AS DETERMINED BY CAMP MANAGEMENT.

Termination of occupancy will not preclude the group or individual from obligation of payment that would have applied during their normal stay.

By signing the booking form and hire agreement you have agreed to these terms and conditions and will take full responsibility to communicate these with your group.
