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# TERMS & CONDITIONS

Effective 1 October 2018



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## Bookings & Fees

- All Bookings to be made through the Bookings Officer. Please fill out a Booking Form and email to [emmaus@uvsa.org.au](mailto:emmaus@uvsa.org.au) or post to PO Box 385, Balaklava SA, 5461.
- In order **to confirm your booking**, your **deposit** is required to be paid as soon as possible. Please refer to the Fees & Charges for details.
- The **Bond** is to be paid at least 2 weeks prior to your camp and will be deducted from your camp fees' providing the site is left clean, tidy and undamaged.
- Your **deposit** will be returned if you cancel more than 4 weeks prior to your booking.
- **Fees** are payable for all persons over 4 years of age attending the camp. This includes part time attendees.

## Before your Arrival

- The camp leader needs to contact the Bookings Officer to confirm arrival time.
- It is your responsibility to engage **caterers** who are accredited Food Handlers and to observe the guidelines and rules displayed in the kitchen.
- Please ensure there is **adequate adult leadership and supervision** provided at all times during your stay. This also applies to family reunions & social groups who often forget to appoint people to that position. At least 1:10 ratio and if possible more leaders. We reserve the right to refuse campsite use if it is considered that leadership is inadequate or we receive complaints from the community.
- If you are going to have a campfire, please remember to organise some wood.
- Please ensure that you have a First Aid Kit & trained personnel.
- Please ensure that there will be **enough vehicles to onsite to be able to evacuate everyone quickly in the case of an emergency.**

## On Arrival

- We require a **list of names** & signatures of campers to verify their attendance. This will be retained by the campsite committee for any insurance claims.
- On arrival you will be met by one of the committee who will show you the campsite boundaries, the Emergency Evacuation area, and any other details required.

## On Departure

- Before departing, please ensure that all rooms/areas have been cleaned as per the instructions in each room.
- If it is found that there has been excessive use of power or water we reserve the right to make a **surcharge**. Please turn off lights, heaters and ensure short showers etc.

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## During Your Stay

Please ensure that **ALL** campers are aware of the following:

1. Please ensure that there are **enough vehicles to onsite to be able to evacuate everyone quickly in the case of an emergency.**
2. In order for us to keep the costs down, we request that you please be mindful of power usage. Please turn off lights, heaters/air-conditioner when not required and ensure short showers etc
3. You do have **neighbours** across the creek. Please give consideration to them by respecting property boundaries and ensuring noise levels are low after 10pm - especially if you are outside as noise carries.
4. **The Campsite is a NO alcohol, NO nonprescribed drugs and a NO gambling site. This includes all areas – dorms, scrub, Church & Hall.**
5. **Smoking is not permitted in any building. Please extinguish your cigarette and dispose of responsibly.**
6. **Fire Extinguishers** are not to be tampered with in any way as it may impinge upon your safety and will incur a recovery cost for re-inspection and any replacement. Leaders are to be familiar with position & use of appliances and emergency procedures.
7. **Campfires** are only permitted with the **permission of the Caretaker**. As the campsite is in a high fire risk area a campfire may not be allowed depending on the seasonal/weather conditions, even during "Open" fire season. All firewood is to be brought in as the scrub is heritage listed and therefore protected. Campfires are not permitted on Fire Ban Days.
8. **The Scrub** is to be enjoyed but treated with care. This means supervision by leaders, no breaking of branches or trampling over shrubs. Please use existing tracks.
9. The kitchen **telephone** receives all incoming calls but can only access local numbers for emergencies. The contact number for the campsite is **(08) 88633088**.
10. No pets or other animals allowed on site.
11. **First Aid Kit & Officer is essential.**

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## What To Bring

- ❖ All bedding - sleeping bag, pillow, blankets.
- ❖ All kitchen consumables eg food, tea towels, dish washing liquid, scourers, washing powder.
- ❖ **First Aid Kit** and a trained first aid person.
- ❖ **Enough vehicles to stay onsite to be able to evacuate everyone quickly in the case of an emergency.**

## End of Camp Procedure

- **CARETAKER** will arrange a time to meet with leaders before you go to check the site.
- Please **clean** according to instructions in each room.
- All **rubbish** to be put in garbage bags (provided) and put in wheelie bins. Any excess rubbish will have to be taken by your group.
- If the **campfire** has been used it must be entirely extinguished by soil & water.
- It is your responsibility to report any **breakages & damage** incurred to the person seeing you out. Your bond repayment may be affected.
- Please ask before shifting anything – there may be a reason not to. If you move any furniture please put it back to its original place.
- Note: lost property will be sent to Op shop after 4 weeks. Please notify booking person if you know you have left something behind so you can make arrangements for its return.

**We thank you for your cooperation and consideration. Your help means we can continue to provide this facility at an affordable rate to benefit you all.**

**We trust you are blessed staying at the Halbury Emmaus Campsite.**

**As we are a Christian Campsite, the Committee reserves the right to close any camp or require individuals to leave the property if it is considered that the camp is being conducted in any manner which contravenes Christian principles and ethics as held in our statement of Faith.**