



SUNSET BIBLE CAMP

CAMP FACILITY USE AGREEMENT

It is the expressed, intended purpose for the facilities of Sunset Bible Camp to be used to ultimately bring glory and honor to our Lord Jesus Christ. We believe this purpose will be accomplished through a variety of camp facility use situations. The following guidelines have been prepared with this objective in mind.

The ultimate decision for the use of any Sunset Bible Camp facility or equipment rests upon the decision of the current Sunset Bible Camp Trustees. For the purposes of facilitating the process of scheduling, the Director of Sunset Bible Camp or those whom he may assign will make the immediate decisions for the use of the camp facility.

All requests for use of any part of the facility must be made through the camp office. Priority and preference for scheduling will be given to church-sponsored events and uses. Requests for use by member churches will receive consideration ahead of any requests by non-member churches, groups or individuals. All decisions will be made based upon scheduling and availability.

GENERAL GUIDELINES

- A signed Camp Facility Use Agreement and Cost Worksheet may or may not be required for any activity, as is determined by the current Trustees, the Director or his assigns.
- Any and all areas to be used must be identified in the request, and agreed upon. The purpose for which any facility will be used must also be clearly identified before the facility can be reserved or used.
- Special use functions may be subject to additional use requirements and costs. All requirements and costs will be explained before the facility is reserved.
- Use of any tables, chairs, materials or equipment must be defined and agreed upon through the camp office prior to reserving the facility.
- The user is responsible for returning any rooms or areas of the facility to pre-use conditions unless otherwise defined in the Camp Facility Use Agreement.
- The user is responsible for the general cleaning of any areas used. This includes the removal of any trash and the re-supplying of trash bags in all waste receptacles.
- The user is responsible for the preparing and returning to the pre-use condition any and all areas that may be damaged during the use of the facility.
- **The lessee IS REQUIRED TO PROVIDE LIFEGUARDS during all swimming and recreational activities at the pool or lake. Sunset Bible Camp Provides 2 Lifeguards at the lake. Additional Guards at the lake are recommended. The lessee will provide Lifeguards at the pool during use. All swimming is at your own risk.**
- Except in the case of gross negligence, the user agrees to hold harmless Sunset Bible Camp, its staff, elected leadership, trustees and members.
- **Sunset Bible Camp is a smoke-free campground.** There are **NO** areas inside the facilities where smoking is allowed. Sunset Bible Camp also prohibits the use of any form of alcoholic beverages in any part of its facilities.

I agree to follow the above guidelines.

No Pets Allowed

Pool is only open May 20 - Aug 20.

No paper goods are provided by Sunset Bible Camp.

No meals or staff provided by Sunset Bible Camp other than 2 Life Guards.

Rental Reservation will be confirmed when \$500.00 Deposit is received.

Daily Campground Rate with no persons when renting multiple weeks is \$600.00 per day.

Deposit will be refunded if Event is cancelled 30 days before event date.

Payment must be received in full at the start of the event.

Signature:

Date:

Rev 2.5 02/20

www.sunsetbiblecamp.org

8474 S 369th West Av – Mannford, OK 74044 - (918) 865-2246 - Fax (918) 865-2294



SUNSET BIBLE CAMP

SWIM TEST POLICY

Location: Lake southside of the deck

Recommend for: Adults through 14 years of age (13 and under are required to wear life jackets at the lake as well as anyone in a water craft)

It is recommended by our insurance company to have a swim policy or test. This is the recommended method. Sunset will provide bracelets free of charge to identify campers who have completed a swim test.

Time: At the start of camp.

Procedure:

Campers must free swim from the south side of the dock to the east shore (parallel to the walkway) without any assistances. Upon completing this task the life guards will put a yellow bracelet on their wrist. This bracelet must be worn always by this camper throughout the remainder of camp. Any camper not wearing a yellow bracelet **MUST WEAR** a life jacket when entering the lake water.

- Only two swimmers at a time may participate in the swim test.
- The southside of the deck is closed during the swim test so no jumping from the top deck into the lake during that time.
- Only the northside of the lake will be open to swim during the testing. This includes the zip-line, beach area, and the water slide.
- Life guards will be stationed at the water slide, top deck, bottom deck, and east shore line. The lifeguards at the bottom deck and east shore will be administrating the swim test.
- Life guards will be the ones putting the bracelets on the campers.

Signature:

Date:

Rev 2.5 02/20

www.sunsetbiblecamp.org

8474 S 369th West Av – Mannford, OK 74044 - (918) 865-2246 - Fax (918) 865-2294



SUNSET BIBLE CAMP

RENTAL RATES & FEES

Daily Campground Rate No Bunk Housing “No Overnight”

Prices are a daily rate from 7:00am to 7:00pm.

\$1150.00 - Dining Hall, Camp Grounds

\$75.00 - Swimming Pool

Daily Campground Rate With Bunk Housing “Overnight”

Prices are a daily rate from 12:00pm to 12:00pm the following day.

An Additional \$100.00 per day will be charged when renting more than 6 dorms.

\$1200.00 - Dining Hall, Camp Grounds, Swimming Pool

Daily Housing Rates

Prices are a daily rate from 12:00pm to 12:00pm the following day.

Prices are for housing only and only apply when paying the Daily Campground Rate.

\$45.00 - Left Kings Dorm - Sleeps 30 Persons

\$45.00 - Right Kings Dorm - Sleeps 30 Persons

\$60.00 - Chapel Building “2 Dorms” - Sleeps 60 Persons

\$125.00 - Front Left North Dorm - Sleeps 45 Persons

\$125.00 - Front Right North Dorm - Sleeps 45 Persons

\$125.00 - Back Left North Dorm - Sleeps 45 Persons

\$125.00 - Back Right North Dorm - Sleeps 45 Persons

\$25.00 - per R.V. per day. Full Hookup."4 available"

\$15.00 - per R.V. per day. Dry camping only.

The lessee must agree to follow the above guidelines.

No Pets Allowed

Pool is only open May 20 - Aug 20.

No paper goods are provided by Sunset Bible Camp.

No meals or staff provided by Sunset Bible Camp other than 2 Life Guards.

Rental Reservation will be confirmed when \$500.00 Deposit is received.

Daily Campground Rate with no persons when renting multiple weeks is \$600.00 per day.

Deposit will be refunded if Event is cancelled 30 days before event date.

Payment must be received in full at the start of the event.

Signature:

Date:

Rev 2.5 02/20

www.sunsetbiblecamp.org

8474 S 369th West Av – Mannford, OK 74044 - (918) 865-2246 - Fax (918) 865-2294



SUNSET BIBLE CAMP

COST WORKSHEET

Name: _____

Address: _____

Phone: _____

Event: _____

Dates: _____

Daily Campground Rate

	Number of Days	Rate	Total
Campground	_____	\$1200.00 <i>\$1300.00 if using more than 6 dorms.</i>	_____
Left Kings Dorm	_____	\$45.00	_____
Right Kings Dorm	_____	\$45.00	_____
Chapel Building "2 Dorms"	_____	\$60.00	_____
Front Left North Dorm	_____	\$125.00	_____
Front Right North Dorm	_____	\$125.00	_____
Back Left North Dorm	_____	\$125.00	_____
Back Right North Dorm	_____	\$125.00	_____
R.V. Charges	_____	\$15.00 - \$25.00	_____

Total Rental _____

Reservation Deposit _____

Grand Total _____

A deposit is required for all events when scheduling.

_____ Date Received: _____

(For Office Use)



SUNSET BIBLE CAMP

RENTAL AGREEMENT AND WAIVER OF LIABILITY

Location: Sunset Bible Camp

Check-in date: _____ Departure Date: _____

In consideration of the above described premises, lessee agrees as follows:

1. LESSEE shall make the following described payments and financial arrangements prior to occupancy:

Rental deposit guarantee with check or money order of \$500.00
(non-refundable if reservation is cancelled within a 30-day period prior to reservation date)

Rental Rate per day / week is \$_____ and is due in full upon arrival.

Number of persons to occupy premises, including small children: _____

2. The Rental deposit is to secure the faithful performance of this agreement and obligations relating to the rental, repairs and professional cleaning services for any damage caused during your occupation of the premises, or any additional charges you shall make, or services you employ. If, on termination of this tenancy for any reason, the LESSEE does not leave the unit in a reasonably clean condition, then any portion of the deposit may be applied as may reasonably be necessary to put the premises in such clean condition.

3. No pets are allowed.

4. NO SMOKING is allowed on the property.

5. Washers, dryers, dishwashers, televisions & sound equipment are not guaranteed. If they are in the building, Sunset Bible Camp or owners assume no responsibility for keeping them in working order.

6. The LESSEE shall not make any telephone toll calls from the main building without permission from the LESSORS, and if such permission is granted, shall assume all costs incurred by using their own credit card for such long distance calls, or by calling their party collect.

7. The LESSEE shall return any keys to the office upon checking out. There will be a charge for unreturned keys.

8. The LESSEE shall report promptly any breakage or damage incurred during his stay or any appliance which is not working properly.

Rev 2.5 02/20

www.sunsetbiblecamp.org

8474 S 369th West Av – Mannford, OK 74044 - (918) 865-2246 - Fax (918) 865-2294



SUNSET BIBLE CAMP

Dear Sunset Families and Guests,

In response to the rising epidemic of the nuisance known as “Bed Bugs” we wanted to let you know the steps Sunset Bible Camp is taking to safeguard your experience and assure your continued confidence in Sunset. “Bed Bugs” are transferred by luggage in and out of hotels and camps. Here at Sunset all cabins are checked for cleanliness and insects. Cabins are sprayed and treated with a chemical that prevents “Bed Bugs” from laying eggs.

“Bed Bugs” are killed by extreme (140 degrees) heat or extreme cold. Here at Sunset we treat the pest by superheating the cabins to 150-170 degrees for 3 hours at a time. Recently, as a last line of defense and prevention, Sunset has partnered with Superior Termite and Pest Control Incorporated to treat all cabins on a quarterly basis using a license only chemical that is safe to humans.

If any bugs are located during the routine sweeps, or by a guest / staff member we will immediately treat the affected bed with a chemical treatment. The cabin must remain empty for 4 hours after the treatment. If this occurs during a guest’s stay, we will help facilitate the washing of all laundry and bedding and heat drying at the Mannford laundromat.

Thank you for becoming a part of our family and for helping us to continue to be a leader in dealing with this new problem. We look forward to serving you again in the future and thank you for your cooperation and support.

In Christ

Eric Hupp
Director

Rev 2.5 02/20

www.sunsetbiblecamp.org

8474 S 369th West Av – Mannford, OK 74044 - (918) 865-2246 - Fax (918) 865-2294