



ST. MICHAEL'S CAMP RENTAL APPLICATION

Group Information

Group/Organization/Event Name: _____

Name of Contact Person: _____

Mailing Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Email Address: _____

Phone (Daytime): _____ Phone (Evening): _____

Rental Terms

Type of Event or Purpose of Rental: _____

School Non-Event Event Hall + Kitchen Only Bunkhouse Trailers

Size of Group (approx.): _____

Arrival Date: _____ Arrival Time: (after 4:00pm) _____

Departure Date: _____ Departure Time: (before 12:00pm noon) _____

Return Completed forms (with deposit) to:

ST. MICHAEL'S CAMP RENTALS

PO Box 128

Kamsack, SK

S0A 1S0



ST. MICHAEL'S CAMP RENTAL AGREEMENT

To confirm your reservation, please return the completed Rental Application Form and this Rental Agreement Form along with the damage/cancellation deposit of \$250.00 to the address below, make cheques payable to "St. Michael's Ukrainian Catholic Church Camp Inc." Should the reservation be cancelled, this deposit will be deemed as non-fundable. However, upon successful rental it will be returned to renter after the property is cleaned and being cleared of any damages and/or extra cleaning charges.

Any damages will be applied to the damage/cancellation deposit. Any damage charges above this amount will be invoiced. The additional cost for labor to complete repairs (as a result of any damage to camp property) will be charged to the deposit, or invoiced, at \$50/hour.

You are responsible to carry liability insurance for your group. St. Michael's Ukrainian Catholic Church Camp Inc. is not liable for any illness, accident, or misfortune that may occur during your stay at camp. St. Michael's Camp is not responsible for any lost or stolen personal items. Our staff, volunteers, directors, and the employees of the facilities outside of the camp groups are hereby released from all liability in the event that the above may occur.

I hereby release St. Michael's Ukrainian Catholic Church Camp Inc. from any claims resulting in injury, accident, illness, misfortune, loss and stolen items while at the camp. I understand that by signing this document, I am stating that my insurance covers all of the above for all of my organizations participants. I affirm that all of the information given is correct and accurate. I understand the policies and regulations of St. Michael's Camp and agree to abide by them fully.

I, _____ as the Representative of

_____ have read and made our group aware of the policies, expectations and fees as outlined in the St. Michael's Camp Rental Manual with regard to the rental of the St. Michael's Camp facilities. We agree to use the camp facilities within the parameters of the expectations, policies and fees as outlined in the attached document and agree to all terms as detailed.

Signature of Representative

Date

St. Michael's Ukrainian Catholic Church Camp Inc. will contact you within two weeks of receipt of this document to confirm rental details.

St. Michael's Camp RATE SCHEDULE

(Check ALL those which apply to this rental application)

- **SCHOOLS**
 - \$350/24hr period. Includes kitchen and hall. Suites are \$50/night and bunkhouse \$10/pp/night.

- **NON-EVENT RENTAL**
 - \$125/night/suite. NO ACCESS to kitchen or hall.

- **EVENT RENTAL (Weddings, Reunions, Family Gatherings, Dances, etc.)**
 - \$700/day for kitchen and hall. \$100/night/suite.
 - 3rd Party Liability Insurance Form must be completed and submitted to Provincial Park Office
 - Proof (copy) of 3rd Party Insurance.

- **FULL PACKAGE RATE (full run-of-house)**
 - \$3725 for 3 nights of FULL ACCESS to complete facilities: including kitchen, hall and rooms.

- **HALL + KITCHEN (ONLY)**
 - \$700/day. NO ACCESS to suites.

- **BUNK HOUSE (Common dorm building)**
 - \$10/per person per night. This includes access to bathrooms and showers in main building.

- **TRAILER-CAMPER**
 - \$50/trailer/night. This includes access to bathrooms and showers in main building.
NOTE: there will be NO electricity or water hookups permitted!
 - Trailers must be parked in designated area, with advance permission.
 - **Daily Park Provincial Park fee** for trailer/camper required (to be paid at park office).

ADDITIONAL FEES (which may be applicable)

- **Cleaning Fee**
 - \$125 for ALL RENTALS (this includes up to 4hrs of cleaning). Additional charge of \$25/hr for each hour above the basic cleaning fee.

- **Boat Rental**
 - \$25/day for canoes, kayaks, and paddle boards.

- **Water Hauling Fee (during winter: Oct through to the park opening)**
 - \$100/rental to truck in water during the winter months.

- **Sewage/Septic Fee**
 - \$0.10/gallon to haul septic waste, if required.

- **Event 3rd Party Insurance (at your own expense)**
 - 3rd Party Liability Insurance must be acquired on your own from a broker, with proof of policy supplied to St. Michael's Camp and the Provincial Park Office (and their forms to be completed).

METHOD OF PAYMENT

DAMAGE/CANCELLATION DEPOSIT: **\$250.00**

This is required from EVERY rental application to be secured. This deposit can be paid by cash, cheque, eTransfer, or money order. This will be NON-REFUNDABLE for any cancellations. The deposit will be returned within 2 weeks to renter, less any damages or additional cleaning fees, after the cleaning has been completed.

Method of Payment:

- Cash
 Certified Cheque or Money Order
 eTransfer

Sent from email: _____ eTransfer password: _____

Kitchen & Dining Hall	x _____ days @ \$_____/day	= \$ _____
Hotel Room #1	x _____ days @ \$_____/night	= \$ _____
Hotel Room #2	x _____ days @ \$_____/night	= \$ _____
Hotel Room #3	x _____ days @ \$_____/night	= \$ _____ (Room #3 Fully Accessible)
Hotel Room #4	x _____ days @ \$_____/night	= \$ _____
Hotel Room #5	x _____ days @ \$_____/night	= \$ _____
Hotel Room #6	x _____ days @ \$_____/night	= \$ _____
Hotel Room #7	x _____ days @ \$_____/night	= \$ _____
Hotel Room #8	x _____ days @ \$_____/night	= \$ _____
Hotel Room #9	x _____ days @ \$_____/night	= \$ _____
Hotel Room #10	x _____ days @ \$_____/night	= \$ _____
Hotel Room #11	x _____ days @ \$_____/night	= \$ _____ (Room #11 has extra bunk bed)

Mandatory Cleaning Fee: = **\$125.00**
Extra hours _____ @25/hr = \$ _____

Canoe/Kayak Rental _____ @\$25 each/day = \$ _____

Water Fee (Oct – park opening) @\$100 = \$ _____

Sewage Fee _____ @\$0.10/gal = \$ _____

TOTAL: = \$ _____

OFFICE USE ONLY

Date Received: _____

Amount Received: _____ Payment Method: _____

Date of Event: _____

Signature: _____



Rental Manual and Policies

St. Michael's Camp

Box 128 Kamsack, Saskatchewan S0A 1S0

Email: stmichaelscamp@sasktel.com

Website: www.stmichaelscamp.com

Facebook Page: www.facebook.com/campstmichaels

SITE AND BUILDING INFORMATION

St. Michael's Camp is located along the beautiful shores of the Benito Subdivision at Madge Lake in the Duck Mountain Provincial Park, in eastern Saskatchewan. The camp is situated 20 minutes east of Kamsack, 1.5 hours north east of Yorkton, 3.5 hours north east of Regina and 4 hours east of Saskatoon. The new facilities at St. Michael's Camp will provide state of the art amenities suited for school groups, retreats, conferences, outdoor education, workshops and leadership training, family reunions and weddings.

Our central building which includes the dining hall, kitchen, bathrooms and 11 hotel rooms was constructed in 2016. Its spacious design will suit the needs of any group large or small! The dining hall will accommodate 225 people and is equipped with rectangular tables and chairs. The dining hall also includes the washrooms with showers. The modern kitchen facilities have all you will need host any event! The kitchen is equipped with a microwave, walk in cooler, 2 stand-alone coolers, 2 upright freezers, gas griddle, gas range, electric range as well as kitchenware, tableware and utensils for the use of renters. The dining hall is home to a small stage as well as a sound system that can be utilized by the renter.

There are 10 hotel rooms each fully furnished with a private bathroom. Each room will sleep 5 people. Please bring your own bedding for your stay. In addition, there is 1 fully accessible room with a hide-a-bed couch (queen size) and a double bed.

We have two summer buildings that are furnished with bunk bed frames and mattresses. The buildings are typically utilized for large groups (ex: school groups and summer camps) but could also be used to accommodate families or small groups.

We have the beautiful Holy Eucharist Catholic Church, which was moved from Pelly, Saskatchewan to its new home at St. Michael's Camp in 2007. The wooden pews are stacked with Ukrainian Catholic Liturgical Books as well as Hymn Books to be used for any services held.

We have a private dock which can be used to enter the water on a canoe or kayak, however the shallow, treed area is not suitable for boat launching or swimming.

We have 3 canoes along with kayaks and paddleboards that can be rented by groups using the facility. We also have an asphalt surfaced, enclosed tennis court for recreational use. In the centre of camp is a fire pit area that can be used by rental groups. Firewood will be provided.

BASIC RENTAL RATES

Rental rates are based on one rental day being one overnight. Please see Rate Schedule

*****All prices subject to change without notice.*****

HOLY EUCHARIST CATHOLIC CHURCH

The Holy Eucharist Catholic Church is situated at St. Michael's Camp, however for permission to use the church please contact:

Ukrainian Catholic Eparchy of Saskatoon: Rev. Fr. Warren Dungen
306-590-7900 or wdungen@gmail.com

Roman Catholic Archdiocese of Regina: Rev. Fr. Franklin Emereuwa
306-542-2240

Available summer recreation in the Duck Mountain Provincial Park include:

Mini Golf Course, Madge Lake Golf Resort (18 holes), Madge Lake Riding Stables, Bicycling, Nature Trails, Fishing, Swimming, Boat Launch, Tennis Courts & Interpretive Centre.

Winter Recreation includes snow mobile trails, cross country ski trails, toboggan hill, skating rink and the Duck Mountain Ski Hill.

The Duck Mountain Resort is open all year round. Amenities are open seasonally and must be booked through each agency. See www.saskparks.net for more information.

RENTAL POLICIES

Please read this policy section in its entirety, sign acceptance and agreement of the following when submitting your application

1. Rentals are accepted on a first-come, first served basis and are accepted throughout the year.
2. St. Michael's Ukrainian Catholic Church Camp Inc. is not a commercial enterprise like a getaway resort or hotel. We are a non-profit organization, operated by the St. Michael's Ukrainian Catholic Church Camp Inc. Rental groups must bring their own bedding and clean the facilities when they leave, which helps us to keep the costs minimal for each group.
3. The Damage/Cancellation Deposit must accompany the Rental Reservation Form to confirm your booking. Please submit the deposit promptly to ensure your booking. Your rental dates will be confirmed within two weeks of receipt of the application.
4. Renters will be held responsible and billed for damage to any buildings and/or equipment beyond normal wear and tear or any missing items.
5. Renters will supply their own kitchen food supplies and medical supplies. Your group will be provided access to a deep freeze/freezer as well as the walk-in cooler/fridge. These appliances are NEVER to be unplugged at any time!
6. Do not cut or pull-down trees or shrubs. Use the firewood provided, or available for purchase. You will be provided with an initial supply of firewood; if required, additional firewood will be available for purchase. We thank-you for your co-operation in this regard.
7. There is a fire pit provided for your use, please do not dig any additional pits. Fires are to be built in the designated area only and under adult supervision. PLEASE EXTINGUISH ALL FIRES COMPLETELY BEFORE RETIRING OR WHEN NOT IN USE.
8. We ask that you follow local laws regarding smoking; please check with the Caretaker as to the location of the designated smoking area within the camp facility outside.
9. Illegal drugs are not allowed on the St. Michael's Camp Site. If there is suspicion of possession/use of illegal drugs by your group during your rental event, your group will be asked to leave immediately, without a refund. Please note, cannabis usage on St. Michael's Camp property is prohibited.
10. If your group plans to have alcohol on the premises, we ask that you follow the Saskatchewan Liquor and Gaming Laws (including the need for a SK liquor permit). IF, in the opinion of the St. Michael's Camp representative, your group is in violation of any of the laws, your group will be asked to leave (without refund). A copy of the liquor permit must be submitted to us no later than one week prior to the start of the rental date and displayed properly at your event.
11. Please respect the Park's quiet time of 11:00pm. No outside music or noise after this time.
12. Please switch off lights when not in use and be sure to close doors when leaving buildings and return tables and chairs to original placements, unless otherwise instructed.
13. Please respect the natural environment at camp by: 1) not removing or defacing natural growth; 2) leaving the grounds clean and in order. Use of any type of markings, tape, etc. are discouraged or alternately must be removed.
14. Please bring a cell phone with you for your use while at Camp (cellular coverage is available). There is a telephone located in the kitchen of the central building but, is primarily for use of St. Michael's Camp Programs, unless in the case of emergency.
15. If your group is planning to rent the canoes, or other recreational equipment, we ask for your co-operation in the careful handling all of the equipment to avoid unnecessary damage. Any damages would result in additional cost to your group. Lifejackets are required.
16. Your group is responsible to provide supervision for any and all activities while at camp.
17. RV's or trailers are restricted to the designated "un-serviced" area on St. Michael's grounds (and only with advance permission) and limited to a maximum of 6 units. Any "event tents" are strictly prohibited on the premises.

Rental Agreement Check-in/Check-out Checklist

Kitchen	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Counters clear & clean				
Floors swept/mopped				
Appliances cleaned and off				
Freezer/Cooler clean				
Garbage/recycling removed				
Windows closed				

Dining Hall + Yard	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Tables clear & stacked				
Floors swept/mopped				
Chairs stacked				
Outside deck cleared and clean				
BBQ covered and gas off				
Garbage/recycling removed				
Windows closed				

Men's Women's Bathroom	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Showers clean				
Floors swept/mopped				
Toilets, sinks, countertops clean				
Garbage/recycling removed				

Room #1	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #2	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #3 (fully accessible room)	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				

Windows and blinds closed				
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Room #4	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #5	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #6	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #7	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #8	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #9	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #10	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Room #11 (with extra bunkbed)	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Furniture clean and tidy				
Windows and blinds closed				

Bunkhouse (girls + boys)	IN		OUT	
	UCCCS	Renter	UCCCS	Renter
Garbage removed				
Floor swept				
Mattresses in proper condition				
Windows and blinds closed				

Check-in Date:	
Tour provided by:	
	I have been given a tour of the facilities that my group will use. I have noted any pre-existing damages or conditions and agree to leave them as they were found on the tour (or better).
Signature of Renter/Group Representative:	
Signature of St. Michael's Camp Representative:	

Check-out Date:	
Tour provided by:	
	I have completed the walkthrough with a representative of St. Michael's Camp prior to departure, and I understand that any cleaning which must be done taking more than 4hrs will be charged at \$25/hr. I acknowledge any damages found/cited in this checklist will cost \$50/hr to repair. All charges exceeding the \$250 damage/cancellation deposit will be invoiced and agreed to be paid upon receipt of the invoice.
Signature of Renter/Group Representative:	
Signature of St. Michael's Camp Representative:	