



**RENTAL AGREEMENT**

**Rental Group Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Email Address: \_\_\_\_\_

**Terms:**

Expected Number of People: \_\_\_\_\_

Arrival: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Departure: Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Fees: Based on 80 people or less**

Weekend Night	\$525.00
Weekend (2 nights)	\$800.00
Long Weekend (3 nights)	\$900.00
Weekday Night or Day	\$425.00 first night/day, plus \$325 per subsequent = \$ _____
One week (maximum stay)	\$1800.00

**Fees for larger groups:**

Rentals lasting 1 – 3 days:	81-90 people: + \$50.00
	91-100 people: + \$100.00
	101-110 people: + \$150.00
	111-120 people: + \$200.00
	121-130 people: + \$250.00

Rentals lasting 4 days – 1 week:	81-90 people: + \$100.00
	91-100 people: + \$200.00
	101-110 people: + \$300.00
	111-120 people: + \$400.00
	121-130 people: + \$500.00

Damage Deposit \$500.00 Rental groups will be checked in and out. Damage deposit will be returned upon fulfillment of contract.

**Total Cost:** \_\_\_\_\_ **25%:** \_\_\_\_\_

\*Use of paddleboats, canoes, boat and motor is included in fee (See Regulation #12).



25% of payment is due January 1<sup>st</sup> of the rental year (or as mutually agreed for later bookings). Full payment is due by the last day of your rental. Regulations are stated on the next sheet. The WLBC Board reserves the right to decline any rental requests.

Please complete and sign this agreement and return it to:

Wellman Lake Bible Camp  
Box 60  
Swan River, MB. R0L 1Z0

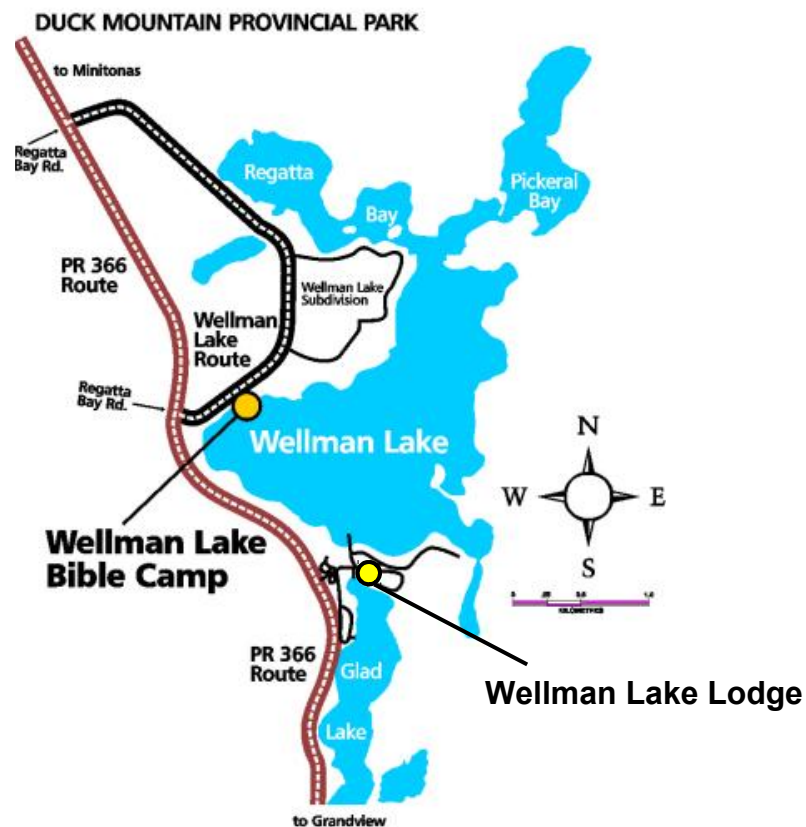
Please contact one of the following individuals if you have any questions:

Ian McKay, President (204) 525-4693 (home)  
(204) 734-8324 (cell)

Gerald Thiessen, Vice President (204) 638-8008 (home)  
(204) 647-8008 (cell)

For any camping needs (groceries, gas, tackle/bait, boat launch, fishing license, sewer disposal, restaurant) we recommend the Wellman Lake Lodge 1-888-525-5896, found on the south side of the lake.

### Wellman Lake Area



### Wellman Lake Bible Camp

Courtesy of the Star and Times



## Regulations

1. The camp is located in a Provincial Park. All vehicles entering **MUST HAVE** a Park Permit.
2. Any camper trailer/RV brought onto the camp property must be registered with Parks by calling (204) 525-4832 (There is no fee for this). Please note that **NO GREY WATER** can be dumped on the property. There is a free sewage disposal site at the main beach.
3. All facilities – kitchen, fridges, deep freezers, grill, washrooms, cabins and chapel – shall be left in a neat, clean condition.
4. All life jackets and oars must be returned to the boathouse. Paddleboats, canoes, boat and motor must be returned to their designated area (contact your WLBC rep to verify location).
5. The rental groups must supply **ALL** their own food supplies, cleaning supplies, toiletry supplies, bedding and gas for the boat. WLBC will provide heavy duty garbage bags for use in our cans.
6. **NO LIQUOR or NON-MEDICINAL “DRUGS”** shall be brought on the camp property or consumed while in residence.
7. **NO SMOKING ANYWHERE** on camp property.
8. Fires only in designated area by the fire pit (or indoors in the fireplace), unless prohibited by park authorities. If any wood is used from the chapel, it must be replenished back into the chapel from the supply in the wood shed.
9. Any damages to the facilities must be reported immediately. The rental group shall be responsible to pay for any damages incurred. A damage deposit is required.
10. No writing or carving on walls, furnishings, or trees. The natural surroundings must be preserved as they are found. They are not to be damaged by careless behavior or vandalism.
11. There shall be no disorderly or immoral conduct.
12. In order to have use of our boat and motor, at least one Renter must show that they have a Pleasure Craft Operator Card (PCOC). This is a legal requirement and non-negotiable.
13. This rental agreement absolves WLBC of any and all liabilities that may occur on or off the premises. The rental group is responsible to obtain their own liability insurance. **Please provide a copy of this for the WLBC representative.**

Prior to arrival you will be given a code to access the lock box which will contain the keys needed.

## **Authorization**

I have read all of the Rental Agreement details specified and agree to comply with the requirements.

Rental Group Representative \_\_\_\_\_ Date\_\_\_\_\_

The WLBC agrees to provide the facilities in this agreement at the specified fee and stated regulations. The WLBC reserves the right to take necessary action, including dismissal, should it's clientele not comply with this agreement.

WLBC Camp Representative \_\_\_\_\_ Date\_\_\_\_\_



## **MAINTENANCE CHECKLIST BEFORE LEAVING THE CAMP**

We greatly appreciate your help in leaving our camp ready for the next group! THANK YOU!

### **Kitchen:**

- Clean appliances (stove, oven, fridges, walk-in cooler, microwave, etc.)
- Wash dishes and put away       Sweep and wash the floor (also walk-in cooler)
- Close windows       Empty and wash out garbage cans

### **Canteen:**

- Wipe shelves and counter tops
- Clean fridge       Empty and wash out garbage can
- Sweep and wash the floor

### **Staff Room:**

- Sweep and wash floor       Close windows and blinds
- Stack chairs       Empty and wash out garbage can

### **Chapel:**

- Empty ashes from fireplace       Close windows and curtains
- Replenish woodpile stacked by the fireplace
- Stack chairs       Empty and wash out garbage cans
- Sweep the floor (and mop if necessary)

### **All Cabins:**

- Sweep floors       Check clothesline for articles
- Empty and wash garbage pails       Close windows and curtains

### **Bathrooms:**

- Clean sinks, mirrors, counters and toilets
- Sweep and mop floor       Empty garbage cans

### **Laundry Area:**

- Tidy area. Sweep floor.
- Empty and wash out garbage cans
- All colored cloths should be hung on the line inside the area

### **Craft Cabin:**

- Wipe tables, shelves and counter tops.       Close windows
- Sweep floor       Empty and wash out garbage can

### **Boathouse:**

- Hang up Life Jackets
- Sweep Floor
- Bag and take out any garbage
- All balls and sporting equipment put back in designated areas
- Canoes and paddle boats returned to the boathouse



**Garbage Shack:**

\_\_\_\_\_ Any garbage left in the shack **MUST BE IN A BAG AND IN A CAN, with the LID REPLACED ON THE CAN so rodents cannot get into the can. Please use the HEAVY DUTY garbage bags provided.**

The Parks Department picks up our garbage and can refuse service if the garbage is not properly disposed of.

Keep recycling separate, **bagged** into clear or blue bags; cardboard must be flattened

**Lock Box:**

\_\_\_\_\_ Keys returned to rental lock box.

**\*\* Absolutely NO SMOKING is allowed on the premises or in the buildings. \*\***

**\*\* Absolutely NO DRIVING or PARKING on the grass on the bottom of the hill. \*\***

THANK YOU FOR YOUR SUPPORT AND WE HOPE  
YOU HAD A GREAT TIME AT THE CAMP!



## Rental Policy

Wellman Lake Bible Camp is blessed to have many renters that return year after year. We are also approached yearly by others asking for the chance to use our space. We value our ongoing relationships and want to make it easier for you and us to plan for future seasons. For this reason, we are enacting a policy for those wishing to rent at WLBC.

Our commitment to you:

First and foremost, our mission and joy is to run Bible-based summer camps for children. Our secretary will send out an email or mail notice each spring when our own camp dates for the next season are finalized, announcing we are now open for bookings. If you would like to be put on the list to be notified each spring when these dates come out, please contact our secretary at: [secretary@wlbccamp.ca](mailto:secretary@wlbccamp.ca) or 204-281-2189.

## Deposit and Booking Policy

WLBC runs on a pre-arranged reservation system. See Rental Agreement for Prices.

If you are new renter to WLBC, please contact our president or vice-president for availability information. If the dates you are looking for are already booked, you are encouraged to fill out a Rental Agreement form – you will then be contacted in case of cancellations.

- 1) Return Renters wishing to place a reservation into the next year must present WLBC with a letter or email of intent.
- 2) All reservations require a deposit of 25% of the total rental fee. The deposit is due by January 1<sup>st</sup> of the rental year, or on a mutually agreed upon date if booked later. The deposit will count towards your final rental cost; however, the deposit amount is non-refundable in case of a cancellation.
- 3) All reservations are to be paid in full by the end of your rental stay. The \$500.00 damage deposit will be returned upon fulfillment of contract.
- 4) The rental group must have a designated Spokesperson/Representative who is responsible to ensure all aspects of the Rental Agreement and Contract are carried out, as well as provide necessary information to the rental group (date and deposit deadlines, facility use regulations, etc.).
- 5) Cancellations: In the event of a need for cancellation, WLBC requires written notification no less than 90 days before your rental booking would begin or the group is responsible for payment of the total amount due as per the signed Rental Agreement. The reservation deposit is non-refundable.

What if I don't know if I'm coming back next year?

Should you choose to leave the camp this year without booking for next year, WLBC will not automatically hold your rental space. Space will be rented out on a first come, first served basis. If you later decide to go ahead with next year's rental, you will need to contact WLBC to see what rental times are available.

**Please note: Reservations are not guaranteed without a signed rental agreement (by both a Rental Group and WLBC Representative) and a deposit. The WLBC Board reserves the right to decline any rental requests.**