

Parker Scout Reservation

Camp Usage & Rental Confirmation Form

Non-Scout Youth Groups

Please submit this completed form with deposit check made payable to:
 Central Minnesota Council, BSA • 1191 Scout Drive • Sartell, MN 56377
 All other fees are due one week prior to usage.

Group Name _____ Male (youth) _____ Adult _____
 Female (y) _____ Adult _____

Total Group Size _____

Arrival Date: _____ Aprox. Time: _____ Departure Date: _____ Aprox. Time: _____

Primary Contact: (should be group organizer)

Secondary contact: (name of person attending event)

Name _____

Name: _____

E-mail: _____

E-mail: _____

Phone: _____

Phone: _____

Address _____

Address _____

City/St/Zip: _____

City/St/Zip: _____

Facilities Requested: (color in triangles to complete your reservation requests)

Totals

- | | | | |
|---|-----------|------------|-------|
| ◇ (14) Campsites available – primitive camping – drinkable water, fire ring, outdoor latrine, | Qty _____ | @ \$35 ea. | _____ |
| ◇ (4) Family campsites – w/electrical and water hookup | Qty _____ | @ \$50 ea. | _____ |
| ◇ BBQ pit / picnic shelter – large pit and staging area, shelter sits about 300 | | @ \$50 | _____ |
| ◇ Council Fire Ring – ampi theater with bench style seating for about 250 | | @ N/C | _____ |
| ◇ Outside Chapel – covered seating for about 80 (extra chairs available at site) | | @ N/C | _____ |
| ◇ Beach - (must provide certified adult) | | @ N/C | _____ |
| ◇ Day use of Facilities – (no buildings occupied) Plus \$1 per person attending | | @ \$50 | _____ |
| ◇ Archery Range – includes equipment for 16 stations (right & left hand bows available) - Need RSO | | @ \$125 | _____ |
| ◇ BB Gun Range – includes mats, targets, BB's, and safety equipment for 16 stations - Need RSO | | @ \$125 | _____ |
| ◇ Shower house – Female / Male shower areas, with male youth and adult separation - (May to Sept) | | @ \$125 | _____ |
| ◇ Parker Lodge – heated, sleeps 25, 1 bathroom (summer only) | | @ \$175 | _____ |
| ◇ Craft Lodge – heated, sleeps 25, outside latrine (year around use) | | @ \$175 | _____ |
| ◇ Dining Hall w/kitchen – seats 150 , 3 bathrooms, | | @ \$225 | _____ |
| ◇ Miller Castle - \$10 per person fee, minimum charge \$650 (roster numbers X \$10 = total charge) | | @ TBD | _____ |

Equipment Requests:

- | | | | |
|--|-----------|-----------|-------|
| ◇ Canoes – 2 paddles, and 2 life jackets (needs adult supervision) | Qty _____ | @ \$15 ea | _____ |
| ◇ Rowboats – 2 oars, and life jackets for everyone (needs adult supervision)
(Life vests will be provided at no extra cost) | Qty _____ | @ \$15 ea | _____ |
| ◇ Bicycles – helmets provided (equipment needs to be checked before and after use) | Qty _____ | @ \$ 7 ea | _____ |
| ◇ Snow Shoes – 8 youth and 9 adult sets | Qty _____ | @ \$ 7 ea | _____ |
| ◇ Cross Country Skis – youth and adult sizes | Qty _____ | @ \$ 7 ea | _____ |

Deposit Fee _____

Total all fees (_____)

LETTER OF AGREEMENT FOR CAMP USE BY A NON-SCOUTING GROUP

This letter of agreement is for the purpose of confirming the use of Parker Scout Reservation by _____ for the purpose of _____.

1. _____ is to have the use of the following facilities from: Arrival Date: _____ Time: _____
Departure: _____ Time: _____
2. The Central Minnesota Council requires the following documents and _____ agrees to provide the Central Minnesota Council with the following 30 days prior to date.
 - a. A certificate of liability insurance with a minimum of \$1,000,000 CSL, with the Central Minnesota Council, Boy Scouts of America, and the National council, Boy Scouts of America, named as additional insured, ten (10) day written notice of cancellation, and the period of time involved.
 - b. A hold harmless agreement. (attach copy)
 - c. A roster showing the names of all youth and adults participating in this activity.
3. It is understood and agreed to by both parties that the fee for the rental use of Parker Scout Reservation is shall be \$_____.
4. It is understood and agreed by both parties that a deposit of \$125 is required to be paid to reserve your date / dates. This deposit is not part of the total fee and is refundable following proper check out procedures. **Deposit is forfeited in the event of cancellation.**
5. It is understood and agreed by both parties that _____ shall be responsible for any and all damages to camp property which may be attributed to the actions of the said group and agrees to promptly pay any and all reasonable damage claims when presented.
6. It is understood and agreed by both parties that no alcoholic beverages, illegal drugs or fireworks, of any kind are permitted to be used on the premises.
7. It is understood and agreed by both parties that _____ will provide at least one responsible adult (defined as 21 years of age or older for purposes herein) for every ten (10) members of the party present in camp below the age of 21 years; that at least two of the said adult leaders must be present with the group at all times while the group is in camp.
8. It is understood and agreed by both parties that the group will abide by any and all of the camp operating rules as outlined on the attached sheet and directions and instructions of the campmaster/caretaker.
9. It is understood and agreed by both parties that should the group fail to provide proper leadership or fail to abide by camp rules or directions of the campmaster/caretaker, the Central Minnesota Council campmaster/caretaker may by his discretion terminate this agreement and require the renting parties to vacate the camp, forfeiting any and all fees and deposit agreed to herein.

Organization

By

Title

Date

Central Minnesota Council

Organization

By

Title

Date

NOTE: Please return the original along with other required documents and the deposit to **Central Minnesota Council, 1191 Scout Drive, Sartell, MN 56377**



Central Minnesota Council, BSA

Organizational Hold-Harmless Agreement

_____ shall indemnify, hold free and harmless, assume liability for, and defend the Boy Scouts of America, the Central Minnesota Council, or Scouting's chartered organizations, and any of their affiliates, agents, servants, employees, officers, volunteers, and directors from any and all costs and expenses, including but not limited to, attorneys' fees, reasonable investigative and discovery costs, court costs, and all other sums that the Boy Scouts of America, the Central Minnesota Council, or Scouting's chartered organizations, and any of their affiliates, agents, servants, employees, officers, volunteers, and directors incur as a result of any demand for claim or assertion of liability under any municipal, state or federal law or cause of action, including any action under the Americans with Disabilities Act, arising or alleged to have arisen out of any act or omission of, or any use of real or personal property belonging to, the Boy Scouts of America, the Central Minnesota Council, or Scouting's chartered organizations, and any of their affiliates, agents, servants, employees, officers, volunteers, and directors.

Organization

Signature

Title

Date

Property

Period of Use



Parker Scout Reservation

Check-Out Checklist



Unit or Group: _____ Arrival Date: _____ Departure Date: _____

Contact Person: _____ Home Phone: (_____) _____

To receive a full deposit refund, please complete all of the items listed below:

1. Fires are watered, stirred, completely extinguished, and cold to the touch.
2. Thoroughly inspect areas for trash. Bag all trash and put in dumpsters in the maintenance area.
3. Clean, sweep, and (if necessary) mop latrines.
4. Rental Equipment:
 - Clean all rental equipment and return it to the Camp Caretaker or Campmaster.
 - Inventory paddles and life jackets and return them to the dining hall basement.
5. Rental Buildings:

<p>All Buildings</p> <ul style="list-style-type: none"> <input type="radio"/> Turn off water faucets. <input type="radio"/> Close and lock windows. <input type="radio"/> Spot-clean glass - windows and doors. <input type="radio"/> Clean bathroom sinks, mirrors, toilets; replace toilet paper and paper towels. <input type="radio"/> Sweep and mop all floors. <input type="radio"/> Dump trash and replace liners. 	<p>Dining Hall and Kitchen</p> <ul style="list-style-type: none"> <input type="radio"/> Wash, dry, and put away dishes. <input type="radio"/> Clean oven - see instructions. <input type="radio"/> Clean and oil grill - see instructions. <input type="radio"/> Clean stove and grill drip pans. <input type="radio"/> Clean counters and stove tops. <input type="radio"/> Clean refrigerators and freezers. <input type="radio"/> Clean and mop restrooms. <input type="radio"/> Sweep, scrub, and mop granite floor. <input type="radio"/> Sweep and mop dining hall floor.
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6. Return all tools and keys to the Camp Caretaker or Campmaster.
7. Ask the Camp Caretaker or Campmaster to inspect all rented areas and equipment.

Checked-out by: _____ Date: _____
(Camp Caretaker or Campmaster)

Deposit Refund: Full Refund. Total fee to be deducted from deposit: \$ _____

CASTLE CLEAN UP CHECK LIST

KITCHEN

- Wash and put away dishes, pots, etc.
- Sweep and wet mop floor
- Clean stove and griddle
- Use paper towels and stainless steel cleaner to polish surfaces

GREAT ROOM

- Clean tables (tops and sides) use the brushes found in the kitchen
- Wipe down chairs
- Stack Chairs and tables
- Sweep and wet mop floors
- Rinse mop bucket and hang mops to dry

RESTROOMS

- Use brush to clean and disinfect sinks, toilets, and urinals
- Sweep and wet mop showers, restrooms (using designated brooms and mops)
- Clean mirrors
- Lysol, toilet cleaner, buckets, brushes, latex gloves, are located in storage next to stage. Use and return, report any shortages.

BUNK HOUSE AND HALLWAY

- Sweep and mop floors
- Wipe down any mattresses with stains and footprints, etc.

LEADER ROOMS

- Use brush to clean and disinfect toilet, showers, sinks
- Sweep and mop floors

GENERAL

- Take garbage to dumpster at ranger's house
- Remove your food from refrigerator and wipe up any spills
- Turn out lights
- Police grounds for trash
- Please impress on your group that only bodily waste and toilet paper are to be flushed down the toilets. We had had problems with individuals flushing the plastic toilet paper rolls and other items down the stools. This results in a \$325 repair bill which will be charged to the unit. **Be aware.**

CHECK OUT APPROVAL

Signed for the Council	Date	Unit Leader in charge
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NOTES

Camp Caretaker:	Tom Ebinger	218-838-9756
Camp Director:	Bob Pederson	320-248-0510
Scout Executive	Dave Trehey	320-492-0954