



Camps Connect

... a true collaboration between the

Society of St. Vincent de Paul Camps & Catholic Youth Organization Camps

7303 Walker Road, Carsonville, MI 48419

Phone: 810-622-8744 / Fax: 810-622-0570

CAMP POLICIES & PROCEDURES

Welcome to Camps Connect. We hope you enjoy the facilities and natural setting of our properties. For the benefit of your program, the safety of your participants, and the best use of the facilities, the following policies and procedures are part of your rental agreement.

1. Necessary Documentation:

- a. **Certifications:** In order to stay in compliance with State of Michigan camp licensing mandates, Camps Connect requires that rental groups have a certified lifeguard if using the waterfront for minors unaccompanied by a parent, a ServSafe (or similar certification) certified person to manage the kitchen if using a vendor other than Camps Connect, and a health officer (or other medically certified person) if children are present without a parent.
- b. **Insurance:** Camps Connect has the necessary insurance to cover any incident that may occur at any of our properties. This insurance does not cover any liability a rental group may have should an incident occur. Camps Connect, therefore, requires all rental groups to have an event insurance policy for their stay at any of our facilities in the amount of \$1,000,000.

Proof of insurance is required before your arrival at camp.

2. **Lodging:** Camps Connect will assign cabins for your use based on the number of people in your group. There will be a charge of \$100 per night for any additional buildings. Contact the Camps Office if you have questions.
3. **Vehicles:** Please load and unload camp participants along the graveled drives and parking areas. Drive and park in designated areas only. Do not drive on the grass or sand areas without proper authorization. Violation could result in the assessment of damage costs for any water, sewer lines and grounds. We are not liable if damages affect your event. Transportation of persons in vehicles or parts of the vehicle not designed for passengers is prohibited.
4. **Smoking:** Smoking is allowed by adults and in designated areas only. Smoking is NEVER allowed in sleeping quarters or dining halls. All butts must be extinguished in butt cans (available upon request).
5. **Alcohol and Drugs:** The use of illegal drugs is strictly forbidden at any Camps Connect property. Alcohol may be consumed by those at least 21 years of age with proper licensing and insurance. Violators will be prosecuted.
6. **Animals:** Animals can only be brought to Camps Connect properties with prior authorization of the Camps Connect Director or Program Coordinator. Animals are not allowed in any Camps Connect building (please notify Camps Connect if any Aid dog is being brought to camp). Animals brought to camp must have verification of all necessary shots, must be kept under control and all feces must be disposed of properly.
7. **Weapons:** Other than the use of bow and arrows at Camps Connect archery ranges, the use of any weapon is strictly forbidden and violators will be prosecuted.
8. **Group Campfires:** Enough firewood for one small campfire will be supplied by Camps Connect. If you are in need of more, you may purchase wood from Camps Connect or a local vendor. All campfires must be in designated campfire pits. Check for location at your rental site. Fire rings may not be moved without authorization. DO NOT bring wood pallets for burning.

9. **Fireworks:** NO fireworks are allowed without prior permission. IF prior permission is received, fireworks are ONLY allowed on the beach before 10 pm on weekdays and 11 pm on weekends.
10. **Fire Extinguishers:** Fire extinguishers are available in all buildings and are only to be used for a fire emergency. Contents of extinguishers can cause injury to people and damage to facilities. The cost of recharging improperly used extinguishers and/or to repair damages will be assessed to the rental group.
11. **Care of Facilities:** Group leaders are expected to supervise the behavior of all participants. CAMPS CONNECT facilities are maintained for community use. Defacing property in any manner is a serious infraction of use and will result in additional repair costs. **Duct tape, writing and engraving on furniture or cabin walls is not permitted.** Use of any personal sports equipment must be supervised by an adult, or a trained facilitator when mandated by law. All equipment must be stored properly, where it is not accessible to minors.
12. **Furniture:** Any furniture that is moved within or between buildings must be returned to its original place. **Beds cannot be moved** (state law mandates minimum egress space).
13. **Electrical Concerns:** There will be a fee of \$20 per day for each and every air conditioner in use during your stay. **Extension Cords:** The use of extension cords is not allowed in buildings where children will be sleeping.
14. **Wifi:** You are officially disconnected while at camp. We do not have wifi and cell phone reception is spotty.
15. **Bathroom/Shower Facilities:** It is important that your group keep bathroom and shower facilities clean. Toilet paper is the only paper to be flushed down toilets; wastebaskets are provided for other materials. If a toilet becomes plugged, or will not stop running, please notify maintenance personnel immediately.
16. **Litter:** Encourage use of wastebaskets, which are provided in all buildings. Litter is always a serious problem in camp as it disrupts the beautiful natural settings. Should there not be enough wastebaskets, notify maintenance personnel. Instruct participants to put all litter in their pockets until reaching a building.
17. **Final Clean-up:** All buildings must be thoroughly swept. The kitchen and dining hall, for groups using outside food vendors, must be mopped and all surfaces must be cleaned of excess spillage and sanitized. A check of the grounds should be made for a final pick-up of any litter. All trash should be emptied into a dumpster. **Kitchen and grill must be as clean as you found it; otherwise there will be a \$100 charge.** All dishes used are to be washed, air-dried and put back where they were found, upside-down, please per health department regulations.
18. **Damage and Clean-up Fees: \$20 per hour plus materials**
 - a. **Moved Items:** There is a per item charge for any item not returned to its proper place.
 - b. **Cleaning:** You will be charged \$20 per hour for any cleaning deemed excessive by Camps Connect staff. **Glitter** is difficult to vacuum and sweep and will result in additional charges.
 - c. **Damages:** You will be charged \$20 per hour plus materials for any damage incurred during your stay with Camps Connect. **Defacing of Property** is considered damage. Do not write names or anything else on any beds, walls or other surfaces.
19. **Decorating:** We prefer you not adhere anything to our walls, but if you must, please use only painter's tape, sticky tack or string to hang decorations. No thumb tacks, nails or duct tape are allowed. Remove all decorations and the means of adhering them when you leave.

**When cleaning and preparing to leave CAMPS CONNECT
please remember this piece of environmentally friendly advise:**

TAKE ONLY MEMORIES ~ LEAVE NOTHING BUT FOOTPRINTS