

**USE AGREEMENT-BUSINESS & CORPORATE**



**CATRON—Camp and Retreat Center**  
 609 North 60<sup>th</sup> Road Nebraska City NE 68410  
 (402) 873-4285 or 888-878-9822 Fax (402) 873-5196

1. Tentative reservations will be taken over the phone and held for two (2) weeks. **Visa and MasterCard accepted.**
2. Reservation Fee(s) and signed paperwork **MUST** be received in the Catron office within the two- (2) weeks or the reservation will be removed. **RESERVATION FEES ARE NON-REFUNDABLE AND DO NOT APPLY TO USE FEE(S).**
3. **REMAINING USE FEES MUST BE PAID IN FULL FOUR (4) WEEKS PRIOR TO RESERVED DATE.**
4. Groups will be charged for repairs dues to damage or if excessive cleaning is required.
5. This reservation **DOES NOT** include The Challenge Course or Archery.

**A. COMPLETE FOR DAY AND OVERNIGHT USE OF CATRON FACILITIES**

Name of Organization: \_\_\_\_\_

Name of Person in Charge and Attending: \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

City/ State/Zip \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ [ ] Please Email my confirmation

Date: \_\_\_\_\_

Arrival Time \_\_\_\_\_ Departure Time \_\_\_\_\_

**B. COMPLETE FOR DAY USE ONLY**

<u>SITE</u>	<u>AREA</u>	<u>Non Refundable Reservation Fee</u>	<u>Half Day Use Fee</u>	<u>Full Day Use Fee</u>	<u>Total Fee(s)</u>
[ ] Kimmel Lodge	[ ] 1 Meeting Room	[ ] \$75 +	[ ] \$ 75	[ ] \$125	\$ _____
	[ ] 2 Meeting Rooms	[ ] \$75 +	[ ] \$100	[ ] \$175	\$ _____
	[ ] 3 Meeting Rooms	[ ] \$75 +	[ ] \$150	[ ] \$250	\$ _____
[ ] Program Center		[ ] \$75 +	[ ] \$ 75	[ ] \$125	\$ _____
[ ] Tent Site	[ ] Sherwood Forest	[ ] \$75 +	[ ] \$ 30	[ ] \$ 50	\$ _____
	[ ] Indian Village	[ ] \$75 +	[ ] \$ 30	[ ] \$ 50	\$ _____
[ ] Swimming Pool	Lifeguards provided by Catron	[ ] \$75 +	[ ] \$55/hour for 1- 24 persons/day		\$ _____
[ ] Swimming Pool	Lifeguards provided by Catron	[ ] \$75 +	[ ] \$65/hour for 25-49 persons/day		\$ _____

**C. COMPLETE FOR OVERNIGHT USE**

Min. cost for each sleeping room in Lodge is \$50  
 Sleeping Fee does NOT include use of kitchen/meeting room(s)

		<u>Non Refundable Reservation Fee</u>	<u>Use Fee Per person per night</u>	<u>TOTAL FEE</u>
<b>Kimmel Lodge:</b>	<b>Max. Capacity</b>			
[ ] Sleeping Rm #1 (South)	24	[ ] \$75 +	\$15 x # persons =	\$ _____
[ ] Sleeping Rm #2 (Center)	24	[ ] \$75 +	\$15 x # persons =	\$ _____
[ ] Sleeping Rm #3 (North)	24	[ ] \$75 +	\$15 x # persons =	\$ _____
[ ] Sleeping Room (Small)	4	[ ] \$75 +	\$15 x # persons =	\$ _____
[ ] The Hut	4	[ ] \$75 +	\$15 x # persons =	\$ _____
<b>Tent Sites:</b>				
[ ] Sherwood Forest	32	[ ] \$75 +	\$10 x # persons =	\$ _____
[ ] Indian Village	32	[ ] \$75 +	\$10 x # persons =	\$ _____
[ ] Exclusive Use of Catron	176	[ ] \$750	[ ] \$1500	\$ _____

Total Reservation Fee (s): \$ \_\_\_\_\_ # of Participants: [ ] Female [ ] Male

Total Use Fee(s): \$ \_\_\_\_\_ Total Participants: \_\_\_\_\_

TOTAL ENCLOSED: \$ \_\_\_\_\_ A1-05-5070

**RULES AND REGULATIONS FOR USE OF CATRON**

1. Groups must be adhered all rules / procedures established by Girl Scouts - Homestead Council.
2. **A CERTIFICATE OF INSURANCE FOR GENERAL COMPREHENSIVE LIABILITY COVERAGE, WITH A MINIMUM LIABILITY OF 1 MILLION DOLLARS, AND WITH GIRL SCOUTS - HOMESTEAD COUNCIL NAMED AS ADDITIONAL INSURED, MUST BE SUBMITTED WITH THIS AGREEMENT. PROOF OF WORKER'S COMPENSATION COVERAGE IS REQUIRED IF THE EVENT IS WORK RELATED.**
3. Groups may bring in prepared food for events in Kimmel Lodge or utilize caterers from the Council's pre-approved list. If alcohol is part of an event, all food and beverage must be provided by one of the pre-approved caterers and the group must lease the entire camp. The Council may require an additional deposit if use of alcohol is planned. **INDIVIDUALS AND GROUPS MAY NOT CARRY IN ALCOHOLIC BEVERAGES.**
4. A person with current FIRST AID / CPR must accompany the group. Groups are responsible for their own emergency transportation. Groups are responsible for providing their own first aid supplies and equipment. Emergency numbers are posted near all phones.
5. **Adult in Charge must collect the following information about each participant, Names and addresses of all participants, Emergency contact names and numbers, A listing of any persons with known allergies or health conditions requiring treatment, restrictions, or other accommodations while on site, for minors without a parent on site, Signed permission to seek emergency treatment or a signed religious waver.**
6. CATRON is a non-smoking facility. Individuals may use tobacco products only away from Catron property. All waste must be disposed of properly.
7. Non-prescribed controlled substances are not permitted on CATRON or Council premises.
8. Use of non-passenger or recreational vehicles, such as mopeds and all terrain vehicles is prohibited.
9. Groups will not be permitted on The Challenge Course or Archery unless they are participating under the guidance of a facilitator trained by Girl Scouts - Homestead Council. Only equipment provided by CATRON-Camp and Retreat Center may be used on The Challenge Course or Archery.
10. Pets are prohibited.
11. Firearms, Fireworks and concealed handguns are prohibited on CATRON Camp and Retreat Center property.
12. Exclusive use of CATRON means no other group will be scheduled to use any part of the facilities, except The Challenge Course, during time scheduled.
13. Groups will be charged for repairs due to damage or if excessive cleaning is required.

**We understand that the facilities and grounds will be left in the same or better condition than we found them, and that all rules and regulations will be followed.**

Name of Person Current in FIRST AID / CPR \_\_\_\_\_

\_\_\_\_\_  
Authorized Representative / DATE

\_\_\_\_\_  
CATRON Staff / DATE

**\*PRICES GOOD FOR 1 YEAR; PRICES SUBJECT TO CHANGE WITHOUT NOTICE.**

Girl Scouts - Homestead Council reaffirms its policy to ensure fair and equal treatment in all its practices, to all persons, regardless of race, color, religion, sex or national origin. There shall be no discrimination against any individual by reason of disability, age or socioeconomic status.

A Property Owned and Operated by Girl Scouts - Homestead Council  
Equal Opportunity Organization - Committed to Diversity