



# Camp Holiday Trails

A camp for children and teens with medical needs

**Office use:** GCal:  Airbnb   
Contract & deposit rec'd. (date & \$): \_\_\_\_\_  
Final invoice date: \_\_\_\_\_  
Balance rec'd. date & \$: \_\_\_\_\_

## RENTAL CONTRACT, 2021-2022

Rev. 6/15/21

WEDDING RENTAL

EVENT RENTAL

WEDDING CEREMONY SITE (update 2 weeks from date of event): \_\_\_\_\_

CAMP PROGRAM RENTAL (week-long or weekend camp program)

BEGIN DATE: \_\_\_\_\_ BEGIN TIME: \_\_\_\_\_

END DATE: \_\_\_\_\_ END TIME: \_\_\_\_\_

EST. GROUP SIZE: \_\_\_\_\_ PURPOSE OF RENTAL: \_\_\_\_\_

RENTAL GROUP NAME: \_\_\_\_\_

*If WEDDING, list last names of couple*

MAIN CONTACT NAME (choose ONE lead please): \_\_\_\_\_

RENTAL GROUP ADDRESS (city, ST, zip): \_\_\_\_\_

RENTAL GROUP CELL #: \_\_\_\_\_

RENTAL CONTACT EMAIL: \_\_\_\_\_

**Liability Insurance Policy #**

How did you hear about Camp Holiday Trails? \_\_\_\_\_

**CHT IS A NON-SMOKING CAMP INSIDE & OUTSIDE (FAILURE TO HONOR = FULL FORFEIT OF DEPOSIT)**

**ALCOHOL:** Please see the ABC guidelines <https://www.abc.virginia.gov/ebanquet/public/welcome.do>

1) Do you intend to have alcohol during your event/rental: \_\_\_ Yes \_\_\_ No

2) How will you ensure 21+ only for alcohol consumption? \_\_\_\_\_

*The person executing this agreement represents that he/she has authority to bind the entity for which he/she is signing, and each party relies upon this representation in entering into this agreement. (NOTE: by signing you indicate you have reviewed the ENTIRE following contract and will share contents with all participants.)*

I'd like to be part of CHT's infrequent e-news communications.

I give permission for event pics to be used for marketing, with full recognition given to the photographer.

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

Print name: \_\_\_\_\_

Signature of Representative for CHT: \_\_\_\_\_ Date: \_\_\_\_\_

**COVID UPDATE:** We understand the challenge of planning an event during a lengthy period of uncertainty. We ask you to care for yourself, your guests/participants and Camp Holiday Trails by planning ahead and creating written and shared health and emergency plans.

- You are responsible for ensuring you and your participants/guests do not visit Camp if feeling unwell, have an elevated temperature, or have traveled from an area with significant coronavirus activity (aka a “hotspot”)
- All Commonwealth of VA, VA Dept of Health and CDC guidelines at the time of your rental must be met by you and your guests/participants. This may include physical distancing, wearing of masks, scheduled/regular hand washing/sanitizing, surface sanitizing and changes to group meal service.
- VA Dept of Health: <https://www.vdh.virginia.gov/>
- Centers for Disease Control and Prevention: <https://www.cdc.gov/>
- **Camp programs** must follow current CDC guidelines for camps, and the American Camp Association Field Guide.
- **Childcare programs** must follow current CDC guidelines for childcare.

WEDDINGS		Fee
<b>Wedding WEEKEND Package:</b> Includes <b>exclusive use</b> of Pavilion, Dining Hall, Kitchen, both Lodges (sleep 14), and all fields and trails. <i>Must provide own linens.</i> <b>Please contact CHT re: cabin availability.</b> <i>(STARTS: Fri. 9 am – ENDS: Sun. 3 pm)</i>	<input type="checkbox"/>	7,500
<b>Wedding ONE DAY Package:</b> Includes <b>exclusive use</b> of Camp Pavilion, Dining Hall, Kitchen, Lodges and all fields and trails <i>(9 am – 11 pm)</i>	<input type="checkbox"/>	2,500
<b>ADD-ON: We have a wooden wagon to transport larger groups</b>	<input type="checkbox"/>	150/2 hours
<b>TOTAL</b> <i>(deposit is 25% of est. total = \$ _____)</i>		\$ _____

## RETREATS, RENTAL CAMPS, CONFERENCES, PARTIES & more ...

DAY USE		
	Peak Months (April – Oct) Fee per day	Non-Peak Months (Nov-Mar) Fee per day
<b>Pavilion, Dining Hall and outdoor spaces including campfires</b> <i>(9 am – 11 pm)</i>	<input type="checkbox"/> 2000 X ___ (days) = _____	<input type="checkbox"/> 1500 X ___ (days) = _____
<b>ADD-ONS</b>		
<b>Kitchen</b> Large commercial kitchen with refrigeration (including walk-in), gas stove & ovens, dishwasher and basic cooking utensils.	<input type="checkbox"/> 300 X ___ (days) = _____	<input type="checkbox"/> 300 X ___ (days) = _____

<b>Dining Hall <i>only</i> for single event</b>	<input type="checkbox"/>	1200	<input type="checkbox"/>	1200
<b>Pavilion <i>only</i> for single event</b>	<input type="checkbox"/>	1000	<input type="checkbox"/>	1000
<b>Campfire <i>only</i> for single event</b>	<input type="checkbox"/>	300	<input type="checkbox"/>	300
<b>The Lodges</b> 2 larger cabins connected by a beautiful deck. You may rent either the <b>left Lodge (sleeps 8 in bunks)</b> or the <b>right Lodge (sleeps 6)</b> or both. AC, heat, 2 fully accessible bathrooms, a great room and a kitchenette. <i>Must provide own linens. \$200 per lodge plus cleaning (rented via Airbnb)</i>	<input type="checkbox"/>	<a href="#">Group Lodge sleeps 8</a>	<input type="checkbox"/>	
	<input type="checkbox"/>	<a href="#">Family Lodges sleeps 6</a>		
<b>Meal Service</b> Please contact us for more information.				
<b>Additional Programming</b> Please contact CHT staff to inquire about prices for challenge course, team building programs, and all other program requests. Per person (and for special events, per hour can be offered) rates below and if weather cancels, 50% due to cover staff time, <ul style="list-style-type: none"> <li>○ <b>Birthday Parties</b></li> <li>○ <b>Zip Line - \$15/person for 2 hours, \$200 min.</b></li> <li>○ <b>High Ropes - \$25/person for 2 hours</b></li> <li>○ <b>Low Ropes - \$15 person/hour</b></li> <li>○ <b>Low &amp; High Ropes - \$30 person for 2 hours</b></li> </ul>	<input type="checkbox"/>		<input type="checkbox"/>	
<b>TOTAL</b> <b><i>Deposit is 25% of est. total:</i></b> <b>\$ _____</b>		\$ _____ <i>10% discount for nonprofits</i> \$ _____ <i>(with discount)</i>		\$ _____ <i>10% discount for nonprofits</i> \$ _____ <i>(with discount)</i>

***You'll receive a final invoice from us to close out your rental.***

# CONTRACT AGREEMENT

*Remember: CHT does have staff who live on-site year-round. Please be respectful of their space.*

**NOTE: Camp does not provide bedding or towels** (exception: the Lodges via Airbnb rental). All participants should plan to **bring their own bed linens, blankets, sleeping bag, pillow and towels.**

## WHAT WE WILL DO TO BE READY:

1. **CLEAN SPACES:** CHT will insure that all facilities are in a clean state and in good working order to include toilets, sinks, and showers.
2. **STOCK SPACES:** CHT will provide supplies for each facility to include toilet tissue, paper towels and soap. **General paper goods and cleaning supplies are in the kitchen back hallway.**
3. **PRE-RENTAL WALK-THROUGH:** CHT will review the facilities used and determine any property damage (other than as a result of normal wear and tear) and/or excessive cleaning required. This review will take place after checkout on the next available business day. A representative from the Organization/Group renting the facility may attend if desired.
4. **PROVIDE EMERGENCY PHONE:** The Organization/Group renting the facility will have access to a telephone inside the Kitchen Office. **Telephone is to be used for emergencies and local calls only. Please provide your group members with a cell phone number in case they need to reach you once you are here at Camp.** If members of your group call the general Camp Office phone number after business hours, they will receive voicemail as the line does not ring in the kitchen office.
5. **ON-CALL STAFF:** You will be assigned an on-call Camp staff member. **You may contract w/us (\$) for a staff member to assist on-site.** If you have a question or emergency facility issues while you are at Camp, but it is after business hours, please contact the staff member who is listed in your Check-In packet.

## WHAT WE ASK THAT YOU DO:

1. **LEAVE CAMP CLEAN:** The Organization/Group renting the facility is responsible for **leaving the CHT facility in a clean state.**
2. **BE SAFE:** All current health and safety standards will be adhered to by the Organization/Group including by way of example but not limited to: lodging facilities, dining facility and food preparation area cleanliness, vehicle parking (leaving fire lanes open & passable), sanitation and garbage disposal.
  - a. The Organization/Group renting the facility agrees to **act in a reasonable and safe manner** while participating in any programs scheduled at CHT so as not to endanger the lives of any persons or their property and agrees to indemnify CHT for the Organization/Group's failure to act in such a reasonable manner.
  - b. **CHT does not provide health or emergency care to the Organization/Group,** but will assist in obtaining appropriate services or supplies. It is recommended that the Organization/Group provide an adult with CPR and first aid certification from a nationally recognized organization, first aid supplies, and a vehicle

for emergency transportation. Group leaders should have complete information for all participants including emergency contact names and numbers, listing of persons with allergies or health conditions, and signed permission to seek emergency treatment. **Any medication provided by the group or collected from participants should be kept locked.**

- c. **Please have an EMERGENCY PLAN.** In case of emergency use the phone located inside the Kitchen Office and dial 911 or the local rescue squad at 295-1191.
    - i. Tell them you are at Camp Holiday Trails on Reservoir Rd./Rt. 702 off Fontaine Ave. Extended. Camp is exactly 2 miles up Reservoir Rd, just past Ragged Mountain Natural Area. Upon arrival, each group will be given a list of emergency contacts and CHT staff.
  - d. **Be proactive and prevent accidents and emergencies.** Please immediately notify CHT staff in case of emergency or of intruders/suspicious persons on Camp property.
3. **PROTECT CAMP SPACES:** The Organization/Group renting the facility agrees to and does assume **full responsibility to any loss, damage, injury, destruction or defacement to, or of, the property and facilities,** and guarantees such replacement, reimbursement or repairs as may be necessary.
  4. **BE AWARE OF HAZARDS:** There may be **hazards associated with specific activities and activity sites** which include but are not limited to: variations in terrain, stumps, rocks, forest growth, debris, water, ropes course elements, swimming pool, horse fields, recreational areas and other obstacles and all manner of natural hazards. It is understood that as a result of these dangers and other hazards, there is a potential for property damage, injury or even fatal injury to any and all participants renting the facility. **THE ORGANIZATON/GROUP VOLUNTARILY DESIRES TO PARTICIPATE IN SUCH ACTIVITIES BEING FULLY AWARE OF THE DANGER AND VOLUNTARILY ASSUMES ALL RISK OF LOSS, DAMAGE OR INJURY.**
    - a. **SORRY – NO DRONES ARE ALLOWED ON CAMP PROPERTY.**
  5. **BE INFORMED:** The Organization/Group renting the facility **has received adequate information and satisfactory explanation** of any unfamiliar terms regarding the rules, regulations, and policies governing the operation of CHT and has been provided with the opportunity to ask questions to clarify any information which may be unfamiliar.
  6. **SHARE THIS INFORMATION:** The representative of the Organization/Group renting the facility will see to it that each member of the Organization/Group be **familiar with the terms of this Agreement** and the General Policies and Procedures.
  7. **SCREEN STAFF & VOLUNTEERS:** CHT strongly recommends that each Organization/Group **appropriately interviews and screens all individuals working with or having access to youth participants.** Please contact the Camp Office for criminal background screening contacts.

Group leaders of the Organization/Group are **responsible for the safety and supervision of all group activities.** For youth groups, we recommend the following supervisory ratios:

i.	<u>Camper Age</u>	<u># Adults</u>	<u>Overnight Campers</u>	<u>Day Campers</u>
ii.	4-5	2	5	6
iii.	6-8	2	6	8
iv.	9-14	2	8	10
v.	15-18	2	10	12

A minimum of 2 staff (one over age 18) required for all aquatic activities to provide additional lookout support.

Organization/Group may decide on certain activities/times of day when ratios when greater or less staff needed.

We advise specific training to all staff and volunteers to minimize the potential for any staff/volunteer being in a one on one situation when out of sight of others.

8. To the fullest extent possible by law, each party agrees to save and hold harmless the other, including its owners, employees, trustees, agents or officers from and against any claim, suit, cause of action settlement or judgment brought against it by any party arising out of the indemnifying party's breach of its duty of reasonable care or intentional act arising out of the subject matter of this agreement, including attorney fees and other costs of suit *provided, however*, that the foregoing indemnity shall not apply to the extent such liability or expense arise from: (i) any negligence or willful misconduct of Owner and/or any party controlled by Owner, including Owner's officers, directors, employees, agents, consultants or contractors, or (ii) any pre-existing conditions in or about the Property.

9. Camp does have very limited Wifi in the Dining Hall and some parts of the upper camp. **It is not always consistent and should NOT be counted on for streaming.**

WHAT WE ARE OK WITH	WHAT WE ARE <b>NOT</b> OK WITH
<p><b>ALCOHOL</b> - If serving <b>and charging a fee</b> for alcohol, Organizations/Groups must provide an <b>ABC license</b> to CHT <b>before</b> serving alcohol. CHT prohibits the consumption of alcoholic beverages while camper or other youth programs are in session. Questions: Contact Special Agent Eric Jones, Charlottesville ABC office, 434.977.2974, <a href="http://www.abc.state.va.us/enforce/banquet.htm">http://www.abc.state.va.us/enforce/banquet.htm</a></p>	<p><b>GLASS BEER BOTTLES</b> – sorry, we tried but experience tells us: broken glass often not fully picked up ... we have KIDS who use these spaces so safety for them is a priority. CANS please! <b>NOTE: wine bottles OK if poured into glasses.</b></p> <p><i><u>We strongly discourage drinking and driving. CHT strictly prohibits the use of illegal drugs – anyone using or bringing such illegal substances on CHT property will be asked to leave immediately with no refund or fees returned. CHT prohibits the consumption of alcoholic beverages while camper or other youth programs are in session.</u></i></p>
<p><b>OUTDOOR COOKING</b> - A charcoal grill is located inside the Pavilion. Small campfire rings are located beside the Pavilion, at Waterfront and at TP Hill. <b>Be safe with your cookout.</b> No other fire pits besides the Pavilion, Waterfront and TP Hill pits are allowed. Please be sure to <b>completely extinguish your fire</b> before leaving and return any unused firewood to the woodpile. <b>Remove all food items. Please bring your own charcoal.</b></p>	<p><b>SMOKING</b> - CHT is a <b>smoke-free</b> facility. Smoking (including smokeless tobacco, vaping and e-cigs) is not allowed in any camp building or anywhere on campgrounds. <i><u>NOTE: Your entire deposit will be forfeited if there is any evidence of smoking (e.g. butts on the ground).</u></i></p>
<p><b>INDOOR COOKING</b> – <i>(if kitchen rented)</i> <b>You have a responsibility to use our Kitchen safely and according to Department of Health guidelines. Use of Kitchen must be outlined in the RENTAL CONTRACT.</b> Groups that use the kitchen facilities must adhere to the following sanitary guidelines:</p> <ul style="list-style-type: none"> <li>• Minimize time that potentially hazardous foods remain in the temperature danger zone of 40°F and 140°F.</li> <li>• Wash and sanitize dishes and utensils by using</li> </ul>	<p><b>ILLEGAL DRUGS</b> - Usage, possession and being under the influence of illegal drugs while on camp property is strictly prohibited.</p>

<p>rinse water at least 180°F or an approved chemical sanitizer.</p> <ul style="list-style-type: none"> <li>• All dishes and utensils shall be air dried and stored from dust and contamination between uses.</li> <li>• Clean and sanitize food contact services after each use with a bleach solution or commercial sanitizer.</li> </ul>	
<p><b>CANDLES</b> Use candles in the Dining Hall or Pavilion with proper holders. Candles <b>may not be placed directly on the tables</b> and must be monitored and 100% of wax removed. Use of candles must be noted in the RENTAL CONTRACT. Please do not use candles in any other Camp building or without notifying Camp staff.</p> <p><b>CLEANING?</b> You are responsible for cleaning up after your event. Your Group is responsible for leaving the CHT facility in a clean state. <u>NOTE: Your deposit serves as a security deposit and will be forfeited if the CHT facilities are not left in the state in which you found them.</u></p>	<p><b>TRASH - Renters must remove from the property all beverage containers.</b> We strongly discourage drinking and driving. CHT strictly prohibits the use of illegal drugs – anyone using or bringing such illegal substances on CHT property will be asked to leave immediately with no refund or fees returned.</p>
<p><b>OUTDOOR FUN</b> - Enjoy Camp regardless of weather! <b>Please conserve energy.</b> Turn off the AC when you are not in the buildings and turn AC, heat and lights off when you leave. If you must leave the AC or heat on while you are not in the building(s), please make sure the windows &amp; door(s) are shut.</p> <ul style="list-style-type: none"> <li>• <b>We will open our Sport Shed for you</b> – bocce, croquet, basketballs, etc. – just return all items to the shed when done!</li> <li>• A flashlight is recommended for night travel, sunscreen and bug repellent are recommended seasonally.</li> <li>• Contact CHT in advance if you will bring a <b>fully-trained, certified service animal</b> to camp.</li> <li>• Be safe at Camp. <b>Group members may not bring weapons</b> including firearms, knives, hunting bows or fireworks. CHT assumes no responsibility for personal possessions of any group members.</li> </ul> <p>• <b>NOTE: the old barns adjacent to our property are OK for picture-taking spots</b></p> <p><b>ANIMALS?</b> <u>Fully-trained, certified service animals</u> are welcome at Camp. Thank you for understanding that our year-round program includes Campers with special medical needs and allergies. To protect our buildings and provide safe spaces for our campers, <b><u>we ask that</u></b></p>	<p><b>RVs</b> – sorry, we are not equipped for RVs. If you have a small pop-up camper please <b>contact Camp for permission.</b></p> <p><b>Please <u>no driving or parking on grass or within the cabin circle</u> – used road around exterior of cabins only.</b> Golf carts are the exception.</p> <p><b>PARKING CHAOS</b> Camp has approximately 40 parking spaces in the upper part of camp. Overflow parking can use Camp Office lot and <b>Pasture (please let Camp know if using Pasture.)</b> Please assign a volunteer to help direct parking and enforce the max. # vehicles we allow in each area. Designate a few spaces close to your rented area for late arrivals. Our fire code requires that the <u>road through Camp remain open at all times.</u></p>

**you & your guests leave your pets at home during your short stay.** NEW: if you use the CHT recommended PET HANDLER, we CAN have your pets join us. **Note:** Camp does have friendly dogs and that will be inside or on leash.

**CAMP ACTIVITIES** - Enjoy our RECREATIONAL FACILITIES. Note that you will need to rent additional facilities if needed. Any additional facilities must be outlined in the RENTAL CONTRACT.

- **Waterfront (fishing, kayaking, canoeing)** – must have a certified lifeguard provided by the Renter. **Pool is open Memorial Day through Labor Day only.** (Copies of certification from nationally recognized certifying body provided to CHT prior to rental. CHT advises renter to have lifeguard demonstrate rescue skills.) No swimming is permitted in the pond. CHT advises that access to the pool & waterfront area is restricted unless accompanied by a certified lifeguard. Pool & Waterfront features/hazards: pool depth is 3-6 ft; no diving; waterfront beach: watch erosion; monitor use of floating docks; watch natural reed habitat for shallow waters. Emergency Eqpt – located in pool shed & waterfront shed. Closest phone is in Dining Hall in Kitchen Office. Emergency CHT contact = your on-call staff person. If providing swimming lessons, CHT advises renter to provide a lifeguard out of the water continuously watching over the activity while the instructor is in the water with participants and that the swim instructor has certification from a nationally-recognized certifying body or equivalent certification. When using canoes, in addition to providing a certified lifeguard, CHT advises renter to provide a canoe instructor with a current instructor rating from a nationally recognized certifying body and to require all participants wear PFDs. CHT also advises that all safety regulations be followed, and a designated checkout system be used.
- **Hiking trails are available nearby.** Note that the Ragged Mt. Natural Area adjoining Camp is managed by City of Charlottesville. Please follow their posted rules.

**NO aquatic spaces can run activities until lifeguard certs are received.**

## THE LEGAL STUFF

1. As representative for the Organization/Group renting the facility, **I am at least 18 years old**. I have read the above Agreement and fully understand its contents. In consideration of allowing our Organization/Group to participate in programs provided at CHT, we agree to indemnify and hold harmless CHT, its agents, employees, officers, directors and assigns against any loss from any and all claims, demands or actions made by the Organization/Group or by anyone on behalf of the Organization/Group.
2. This Agreement shall be interpreted in accordance with the Laws of the Commonwealth of Virginia.
3. **I have received an estimate of the cost of rental** and understand that the final cost may be dependent on the
  - a. **Number of people attending the event/program** as given to the CHT representative BEFORE the scheduled arrival date (as applicable to your rental)

## DEPOSIT/CANCELLATION POLICY

- **DEPOSIT: A deposit of 50% plus a signed Rental Contract are required to secure CHT facilities.** This deposit will serve as security against damages or loss to equipment and facilities and must be received by the requested date noted on the Rental Contract. The Organization/Group renting the facility is responsible for leaving the CHT facility in a clean state. *NOTE: Your deposit serves as security and will be forfeited if the CHT facilities are not left in the condition in which you found them (i.e. if trash is not taken out, tables & floors are dirty, etc.) NOTE: Your entire deposit will be forfeited if there is any evidence of smoking (e.g. butts on the ground). If additional cleaning is needed or damages are incurred, you will be charged an additional fee.*
- **Deposit will be returned/deducted from your balance within 30 days of departure after inspection of facility.** If you choose to pay your balance in full before your rental date, know that your deposit will serve as security.
- **CANCELLATIONS/REFUNDS: Due to the volume of rental requests, only cancellations received 90 days or more before the scheduled rental will receive a full deposit refund. WEDDINGS ONLY will have 50% of deposit returned for cancellation received 90 days, or more, prior to scheduled wedding date(s).**
- If cancellation occurs for reasons beyond control of the group or Camp Holiday Trails (i.e., inclement weather or all manners of natural hazards) **refund or re-scheduling will be negotiated.** All fees paid are transferable and may be applied to any other available rental opening up to one year after the cancellation date.

## COVID UPDATE to REFUNDS

- At any time before your contracted dates, if your rental is cancelled by State, Health Dept. or CDC action (i.e. – growth in coronavirus numbers, new outbreak, etc.) then **50% of deposit is returned** and you will have priority in finding new dates.
- If rental is cancelled due to pre-event participant exposure or in-program participant exposure then we cannot return deposit.

# RENTAL CHECKLIST

- CONTRACT** - Return the signed Contract w/ deposit to Camp to book your date(s)
- INSURANCE** - Provide proof of **liability insurance coverage** (i.e. policy #) to Camp 60 days prior to your rental date(s)
  - **Included in most Homeowner's policies.**
  - **For Camp Rental Programs, we require general liability insurance with a limit of liability of not less than \$1,000,000 per occurrence / \$2,000,000 in the aggregate. Camp Holiday Trails shall be named as an additional insured with a certificate of insurance provided as evidence of this required coverage.**
- ABC PERMIT** - Provide your ABC event license (if **charging** for alcohol) to Camp 60 days prior to your rental date(s)
- LIFEGUARDS** - Provide copies of lifeguard certifications (if applicable) to Camp 60 days prior to your rental date(s)
- RIGHTS & RESPONSIBILITIES** - Review Rights & Responsibilities (included in your Rental Agreement) with all of your participants
- DIRECTIONS** - Give directions to Camp to your participants
- PARKING (IMPORTANT)** – Emergency egress to be maintained, **parking is limited** to the number of cars in each lot as shown on your map. **If parking more than 40 vehicles, overflow parking must use Camp Office lot and Pasture (you must let the Camp know if using the Pasture.)** Please assign a volunteer to help direct parking and enforce the max. # vehicles we allow in each area. Designate a few spaces close to your rented area for mobility issues, caterers, late arrivals, etc.
- SMOKING** - Remember that we are a **NO Smoking Camp (includes smokeless tobacco and e-cigs)**. Failure to honor this is a default on your deposit.

## AFTER your event ...

- CHECK-OUT**      Complete your Check-Out form and leave in the drop-box outside of the Camp Office door
- TRASH**              Remember to put your trash in the dumpster...thank you for helping keep our buildings critter-free.
- CHAIRS/TABLES**      Stack and store as you found them. Clean up! We work hard to keep our fees low and do so in part by asking that rentals clean up after their event.

# FACILITIES

## OUTDOOR FACILITIES

- **Pavilion/Field/Sport Court w/campfire ring** Our covered Pavilion has a concrete floor and a front stage area with electrical outlets and overhead lighting. There are also benches, picnic tables, a charcoal grill and a campfire ring (with a fireside stage) for your use. Bathroom facilities are located behind Cabin 4. The field (on a hill) is between the Pavilion and the Sport Court – the bowl shape makes for a great kick-ball game! Our Sport Court can host many activities. **Pavilion measures 40' x 90'. (entrance areas are 11' high with posts each 14')**
  - Main area is 75 feet long by 40 feet wide (3,000 square feet)
  - Pavilion Stage is 13 feet deep and 19 feet wide (247 square feet)
  - Tool shed (unusable space) of Pavilion is 8 feet x 12 feet if it were a rectangle (48 square feet)
  - **In total c. 3,200 square feet of flexible space for tables, etc.**
  - **OUTLETS:** 4 outlets in each of the 4 corners. 20 amps each on a total of 2 breakers
  - 14 picnic tables seat c. 8 each
- **Waterfront** Our waterfront area includes an amphitheater with seating and a lakeside campfire. In addition, there is one secured dock and two floating docks. Fishing areas plus canoes and kayaks available. *You must provide a certified lifeguard for a ratio of 1 guard:25 people*
- **Hill** The hill heading up to our cabin area has apple trees, a crepe myrtle, and a quiet bench – and has been the site of many weddings.
- **Pasture** A stand of trees in our pasture (guests parking in pasture and crossing bridge to this area) is a common wedding site.
- **Campfires** – at Pavilion (seats c. 100) behind pool (seats c. 30), at waterfront (seats c. 100) and on TP Hill (seat c. 100.)

## LODGING

- **Cabins (cabins 1 – 5)** Five cabins that have two separate rooms on either side of a front porch. Each side sleeps up to eight people in bunk beds. Each room has air conditioning and a fully accessible bathroom. **Must provide own linens.**
- **Blazer Cabin** Next to Pavilion is a cabin with 14 beds per side, 4 bathrooms and a common room, front porch and back porch. **Must provide own linens.**
- **The Lodges** The Lodges are situated next to our Director's Cabin (aka Cabin 11) and behind Cabin 1. You may rent either the Group Lodge or the Family Lodge or rent both lodges. Each side has central air/heat, two fully accessible bathrooms, a great room and a kitchenette. **Great for small groups, meeting space, teacher/instructor housing, more - HAS KITCHEN**

Contact CHT for cabin and Blazer Cabin availability.

**with groups or larger groups – NO KITCHENS**

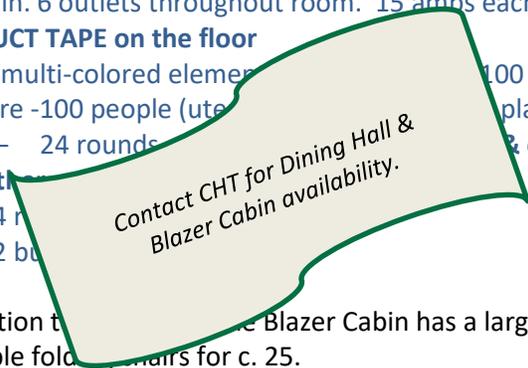
**for youth groups or medium groups with meeting space – NO KITCHEN**

## MEETING SPACES

- **Dining Hall** The Dining Hall houses our kitchen (rents separately) and dining room/large open space. The dining room capacity is 300 (but we only own 100 chairs!) and can be used as a meeting area, a dance floor, game room or a variety of other possibilities. There are two bathrooms, central air/heat. **Dining Hall measurements are in sketch below.**

**NOTE** – all furniture must remain inside each building. Tables and chairs can only be used in the building they are stored in and not moved to other areas of Camp.

- **OUTLETS:** Min. 6 outlets throughout room. 15 amps each on a total of 2 breakers.
- **Please no DUCT TAPE on the floor**
- Total chairs (multi-colored elements) 100
- Total dishware -100 people (utensils, plates in many colors, plastic tumblers)
- Total tables – 24 rounds  
**Tables & chairs must remain in Dining Hall and cannot be used in other buildings.**
- 4 round tables
- 2 bar stools



- **Blazer Cabin** In addition to bedrooms, the Blazer Cabin has a large common room with sofas, chairs and additional comfortable folding chairs for c. 25.
- **The Lodges** In addition to bedrooms, the Lodges have large living rooms that can easily be used as meeting spaces for c. 20 people each.

## KITCHENS

- **Kitchen** The commercial size kitchen in the Dining Hall may be used for basic food storage and preparation. This includes use of refrigerators, walk-in fridge/freezer, ovens & stove (all gas), sinks, and dishwasher plus ice machine. Many local caterers are familiar with our spacious kitchen. Team-build to prepare meals or bring in staff and volunteers! Has central air/heat.

## COMMON WEDDING CEREMONY SITES

- **Front pasture – across bridge by large tree**
  - **TIP for using a generator to amplify in this space:** *place generator between sawhorses and use piece of plywood over top to angle noise*
- **Field near Pavilion – against hill by Sport Court, against fence line along back of field, and by tree & garden by the pool**
- **On back deck of Blazer Cabin**
- **In center of cabins**
- **Other very creative spaces!**
- **NOTE: the old barns past the Camp Office are not Camp property but are available for pictures.**

# PREFERRED VENDORS and RESOURCES

We strongly recommend you look into some of the wonderful Black-owned business in our community:

- [Black-Owned Businesses, Cville](#)
- [Black-Owned Restaurants, Cville](#)



## CATERING

- [Albemarle Baking Company](#) (cake)
- [A Pimento Catering](#)
- [Blue Ridge Cafe & Catering Company](#)
- [Krecek Kakes](#) *a camp family!*
- [Exchange Catering \(the BBQ Exchange\)](#)
- [Everyday Gourmet](#)
- [Have Food Will Travel](#)
- [Hotcakes](#)
- [Korner Restaurant](#), Philip: (434) 977-9535
- [La Prima/Catering by Seasons](#)
- [l'etoile](#)
- [Market Street Wine](#)
- [Pearl Island](#)
- [Random Row Brewery](#) beer
- [Roadside Chive](#)
- [Shaffer's Catering](#)
- [Soul Food Joint](#), Shaun Jenkins
- [Southern Inn](#)
- [The Catering Outfit](#)
- [Three Notch'd Brewery](#) (beer)
- [Vivi's Cakes and Candy](#)

## FLOWERS

- [Willow Branch Flowers](#)

## MUSIC

- [DJ Cadybug](#), Arcadia Rodriguez
- [DJ Ricky](#), Ricky Morris: (434) 964-7314
- [Matthew O'Donnell](#) cover music/Irish drinking songs
- [Rockfish Gap](#) bluegrass
- [Delta Junction](#) blues
- [MX3](#) AV rentals

## ON-SITE PET HANDLER

- [Lindsay Seagull](#)

## FUN

- [Bounce, Play, n Create](#) bounce house and popcorn machine
- [Carpe Donut](#)
- [Natural gifts and confetti](#)

## TRANSPORTATION *(from town, even within Camp!)*

- [A and A Limousine](#)
- [Yamaha Golf Cars, Ruckersville](#), (Nick Martin) [nmartin@yamahagcva.com](mailto:nmartin@yamahagcva.com)
- [JAUNT](#)
- [University Transit Services](#)

## RENTALS & EVENT PLANNING

- [Festive Fare Classic Party Rentals](#)
- [MS Events](#)
- [Laurel Elise Weddings](#)

## ON-SITE HAIR & MAKE-UP

- [Annie Ivens](#), Annie Righton Styling

## PHOTOGRAPHY *(sorry, no drones allowed)*

- [Ezé Amos](#)
- [Tom Daly](#)
- [Sarah Dodge](#)
- [Jen Fariello](#)
- [Jack Looney](#)
- [Amanda Maglione](#)
- [Hannah Joy](#)
- [Hannah Malloy](#)
- [Tiffany McKibbon](#)
- [Oana Moore](#)
- [Mychal Spivey](#) *former camp counselor!*
- [Will Walker](#)

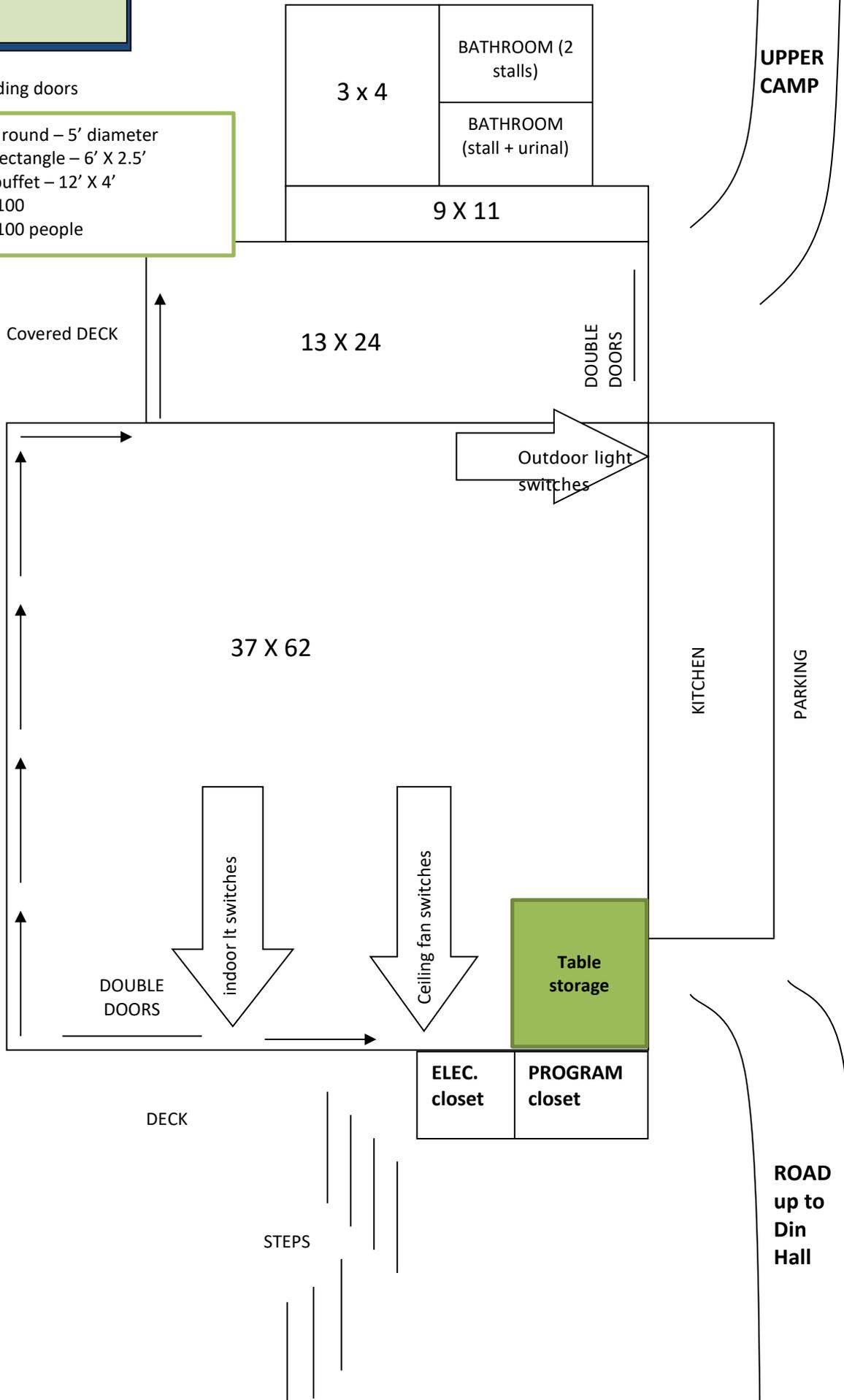
## ON-SITE CHILDCARE

- [Local Nanny Network](#)

# DINING HALL SIZE & FLOOR PLAN

→ = sliding doors

- Total tables – 24 round – 5' diameter
- 4 rectangle – 6' X 2.5'
- 2 buffet – 12' X 4'
- Total chairs – c. 100
- Total dishware – c. 100 people





## Camp Holiday Trails

- |                                   |                              |
|-----------------------------------|------------------------------|
| 1. Camp Entrance                  | 15. Blazer Cabin             |
| 2. Pasture                        | 16. Pavilion                 |
| 3. Riding Ring & Stables          | 17. GaGa Pit                 |
| 4. Tree House & Stable Stairs     | 18. Swimming Pool            |
| 5. Office                         | 19. Archery Range & Campfire |
| 6. Waterfront & Campfire          | 20. Slingshot Range          |
| 7. Zip Line                       | 21. Horse Shoe Pits          |
| 8. Dining Hall & Art Room (below) | 22. Challenge Course         |
| 9. Med Korner                     | 23. Sports Court             |
| 10. Annex                         | 24. Flag Pole                |
| 11. Director's Cabin/Cabin 11     | 25. Maintenance Shop         |
| 12. Lodges                        | 26. Cell Tower               |
| 13. Cabins 1-5 (C1-C5)            | 27. TP Hill & Campfire       |
| 14. Fire Pit                      |                              |

Directions to camp can be found at:  
<http://www.campholidaytrails.org/about-us/directions/>