

Ingalls Creek

12355 Ingalls Creek Rd., Peshastin, WA 98847

2017 USER AGREEMENT

Organization: _____

Address: _____ City _____ State _____ Zip _____

Contact Name _____ Contact Phone No. _____

Contact E-Mail: _____ Alternate Phone No. _____

Expected Arrival Date _____ Arrival time: _____

Departure Date: _____ Departure time: _____

Type of Group: _____

(Boy Scout, Girl Scout, Family, Jr. Hi, Sr. Hi, Other, etc.)

Facilities Requested

Lodge: (Sleeps 40) We expect between (minimum) _____ and (maximum) _____ people

_____ Dormitories-sleep 32 (16 stacked bunkbeds), additional space may be available in activity room area

_____ Lupine Guest Room-sleeps 4 (1 queen plus 2 ground level bunk beds), private bathroom and shower

_____ Alpine Apartment-sleeps 4 (1 queen plus 2 stacked bunk beds), private bathroom w/ tub shower, (small kitchen available for group with 15 or fewer participants)

_____ Commercial Kitchen in Great Room (no additional charge)

Bray Cabin (sleeps 11) separate building

_____ ALL:2 2B/2 bths: (2 Q beds, loft w/ twin over full bunk, 2 Q sleeper sofa) kitchen, dining room, living room

Number of people expected: _____

Camping: Number of camp sites needed: _____ Approximate number of people: _____ (5 people maximum/camp site)

Day Use Only: Number of people expected: _____

In addition to this "User Agreement" your group is required to provide a Certificate of Insurance. This certificate is obtained from your insurance company. It must list Ingalls Creek Enrichment Center as additional insured and include the dates that you will be using our facility. It should be emailed us at least one week prior to your event.

Deposit: A Reservation Deposit is required to hold your reservation (Please see fee schedule for deposit amount.)

Payment: Balance of your retreat payment is due at the end of your event (or after receipt of invoice for actual number of guests, if different than estimate.)

Cancellation Policy: Groups cancelling within 60 days of their event will lose their deposit. Reservations are subject to confirmation and approval.

Contact Guest Services Manager Karen Brown with questions 509-548-3306 or email registrar@ingalls creek.org

The undersigned agree to indemnify and save Ingalls Creek Enrichment Center or any lessees harmless from any and all loss or liability arising from the use or occupancy of the Ingalls Creek premises, including Bray Cabin, by any persons whomsoever during the time Ingalls Creek is used or occupied by the undersigned group. This indemnification extends to Alanna's Landing if used during the Ingalls Creek event.

We, _____ agree to the conditions, rules and standards see attached.

Signed: _____ Date: _____

Print Name: _____ Position: _____

Address: _____

Phone: _____ E-Mail: _____

Please sign and return along with the damage/reservation deposit to Ingalls Creek Enrichment Center, 12355 Ingalls Creek Road, Peshastin, WA 98847

*Please Note : Ingalls Creek reserves the right to deny use or to terminate use privileges to any group or individual that the Ingalls Creek board or its representative determines to be harmful to facilities, ministries, or purposes of Ingalls Creek *, including disruptive or undesirable behavior impacting neighbors, or other users.*

**Ingalls Creek purposes are stated in the bylaws of Ingalls Creek Center, with particular emphasis on Article IV, Tenets of Faith, and in the Ingalls Creek vision statement, available on request.*