

## **HUS ENCAMPMENT USE AGREEMENT**

### **Unity Events/Events Sponsored by Unity Members**

**NOTICE: Hus Encampment is a smoke free, drug/alcohol free, firearms and pet free facility.**

WELCOME to the Hus Encampment. This agreement has been prepared to make the use of the camp by your group more enjoyable and to ensure that the facilities are cared for in accordance with the directives of the Hus Board of Trustees.

**NOTE: Keep Pages 1-4. Fill out pages 5 and 6, detach and mail to Dawn Marie Baletka at:**

Dawn Marie Baletka  
600 Benchmark Dr  
College Station TX 77845

#### **Encampment Responsibilities**

The Caretakers are to make certain the areas needed are unlocked and clean, that equipment is in working order, that rest rooms are stocked with necessary supplies, and that necessary utilities are turned on.

#### **Responsibilities of Groups Using Facilities**

**I Designate a responsible person to:**

- A. Sign this agreement and ensure its delivery to the Hus Encampment Caretakers. Verbal contact with Caretakers or Facilities Managers will tentatively place an event on the Hus encampment calendar. *All dates for events are tentative UNTIL a signed agreement form is submitted.* Any group/event that does not submit a signed agreement *eight weeks prior to scheduled activity* will have the event removed from the Hus Encampment Calendar. Events that have had tentative dates removed from the Hus Encampment Calendar may subsequently submit a signed agreement and be placed back on the calendar as long as the date has not already been booked. Events placed on the calendar within eight weeks of the scheduled event have ten days to submit a signed agreement. No event will take place without a signed agreement.
- B. Receive orientation for use of the facilities from Caretakers.
- C. Make all group participants aware of usage permissions and restrictions.
- D. Make all group participants aware that the Hus Encampment is NOT a FULL SERVICE facility. All buildings and the camp grounds should be left in a clean and orderly fashion. In addition, because the Hus Encampment is NOT a FULL SERVICE facility, items such as pillows, bed linens, towels, and janitorial services are NOT PROVIDED. Each group must supply these items as necessary.
- E. Contact caretakers at residence or at 979-272-2718 if any questions/problems arise or for any breakage. If Caretakers are unavailable, contact either of the Facilities Managers:  
Jim and Dawn Marie Baletka at 979-777-9940.
  - If breakage is determined by the Hus Board to have been avoidable, the group will be required to pay damages.

## II. Donations or Fees for Use of Buildings

- A. Congregational Retreats and Events Sponsored by Unity Organizations such as retreats, conventions, and workshops sponsored by State BYF, Christian Sisters' Union, Sunday School Union, Mission Board, and Mutual Aid Society are not required to observe the fee schedule, but are encouraged to make a donation to the Hus Operating Fund to cover utilities according to the number of buildings used and length of activity.
- Synodical Committee and other Executive Committee meetings of Unity organizations are not charged any fees or expected to make donations.
- B. Events Sponsored by Unity Members such as family reunions, retreats, and workshops will be expected to make a monetary contribution to the Hus Operating Fund in accordance with the Unity Based Fee Schedule for the number of buildings and length of time used.
- \* See attached Unity Based Fee Schedule.

**SPECIAL NOTE:** Determination as to whether a group is: (1) encouraged to make a donation, or (2) required to make a contribution according to the Unity Based Fee Schedule will be made by the Hus Encampment Facilities Managers with direction from the Board of Trustees.

## III. Outdoor Facilities

- A. Pond Area – Children under 18 years of age MUST BE ACCOMPANIED by a responsible adult for any and all visits to the pond area.
- B. The ROPES Course is TOTALLY OFF LIMITS except when qualified instructors are present to give supervision and instruction.
- C. Other recreational equipment – Permission must be obtained from Caretakers prior to use of any recreational equipment including bikes. A responsible adult of the Group should be appointed to check out equipment and see that it is returned to storage before the Group leaves the facility. NO equipment should be left outside.

## IV. General Indoor Facilities

- A. Floors in all areas will be swept or dust mopped. No wet mopping of laminated floors.
- B. Tables and chairs should be cleaned and left in orderly arrangement
- C. All trash should be bagged.
- D. Turn off heating/air conditioners before leaving unless advised by Caretakers to do otherwise.
- E. Turn off all lights and fans as you leave.
- F. Close and lock all outside doors when leaving.
- G. Return keys to Caretakers with a list (if any) of problems or breakage found when conducting your final clean-up.

## V. Kitchen Area

- A. Food service paper goods should be provided by families, congregations, and ALL other gathering groups. This includes large gatherings sponsored by the State BYF, the Christian Sisters' Union and the Sunday School Union.
- B. Use appliances properly and clean them after their use.
- C. Be sure stove burners/oven controls are in OFF position when you are finished using them.
- D. Wash all dishes, pots and utensils and store in MARKED areas.
- E. Please do not leave any items in the refrigerator or ovens. Also, do not use/borrow Encampment pots or containers to take home left-overs.
- F. Food scraps may be taken to compost pile, or left covered in kitchen pail if group members do not know location of compost pile.
- G. Wet towels are to be left in marked basket provided by camp.
- H. Kitchen floor should be wet mopped, if needed.

**VI Bathrooms**

- A. Before leaving, make sure all commodes/urinals are flushed.
- B. After flushing, please make sure all commodes/urinals have stopped running.
- C. Turn off all lights.

**VII Dorms and Cabins**

Policies outlined above apply. Straighten bedspreads, sweep floor, clean bathrooms, and turn off all lights.

# Unity Based Fee Schedule for Use of HUS ENCAMPMENT FACILITIES

(Per Event – events lasting more than three days should request a quote)

## DONATIONS AND FEES

Congregational Retreats and Unity-wide Activities such as retreats, conventions, and workshops sponsored by State BYF, Christian Sisters' Union, Sunday School Union, Mission Board, and Mutual Aid Society are *not required to observe the fee schedule, but are encouraged to make a donation to the Hus Operating Fund* to cover utilities according to the number of buildings used and length of activity.

Synodical Committee and other Executive Committee meetings of the Unity are not charged any fees or expected to make any donations.

Events Scheduled by Unity Members, such as family reunions, retreats, and workshops will be expected to make a monetary contribution to the Hus Operating Fund in accordance with the Unity Based Fee Schedule for the number of buildings and length of time used.

**SPECIAL NOTE:** Determination as to whether a group is: (1) encouraged to make a donation, or (2) required to make a contribution according to the Unity Based Fee Schedule will be made by the Hus Encampment Facilities Managers with direction from the Board of Trustees.

## UNITY BASED FEE SCHEDULE

Main Building and use of New Rest Rooms	\$100.00
Main Building and 1 Dorm (includes restroom in dorm)	\$200.00
Main Building and 2 Dorms (includes restrooms in both dorms)	\$250.00
Staff Cabin I (with kitchenette)	\$ 25.00
Staff Cabin II (with medical room)	\$ 25.00
Staff Room III (attached to Annex)	\$ 25.00
New Classroom/Conference Building	\$100.00
New Classroom/Conference Bldg. and Kitchen/Dining in Main Bldg.	\$150.00
All Buildings	\$400.00
Ropes Course/Archery Course	\$ 50.00

## Checks for Donations and Fees should be made payable to HUS Operating Fund

Send checks and applications to:

Jim and Dawn Marie Baletka  
600 Benchmark Dr  
College Station TX 77845

Event \_\_\_\_\_ Date/Time \_\_\_\_\_

## HUS ENCAMPMENT USE AGREEMENT – Unity Based Activity

**NOTICE: Hus Encampment is a smoke free, drug/alcohol free, firearms and pet free facility.**

WELCOME to the Hus Encampment. This agreement has been prepared to make the use of the camp by your group more enjoyable and to ensure that the facilities are cared for in accordance with the directives of the Hus Board of Trustees.

Name of Group: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Day-Time Phone # \_\_\_\_\_ Evening Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**UNITY BASED FEE SCHEDULE:** The buildings which will be needed and made available to groups will be:

- Main Building and use of New Rest Rooms \$100.00
- Main Building and 1 Dorm (includes restroom in dorm) \$200.00
- Main Building and 2 Dorms (includes restrooms in both dorms) \$250.00
- Staff Cabin I (with kitchenette) \$ 25.00
- Staff Cabin II (with medical room) \$ 25.00
- Staff Cabin III (attached to Annex) \$ 25.00
- New Classroom/Conference Building \$100.00
- New Classroom/Conference Bldg. and Kitchen/Dining in Main Bldg. \$150.00
- All Buildings \$400.00
- Ropes Course/Archery Course \$ 50.00
- Exempt from fees. Donation of \$ \_\_\_\_\_

**Checks for Donations and Fees should be made payable to HUS Operating Fund**

Send checks and applications to: Jim and Dawn Marie Baletka  
600 Benchmark Dr  
College Station TX 77845

I, the undersigned, and on behalf of the Group that I represent, do hereby waive any and all responsibility for personal injury or accident from the Hus Encampment, its officers and personnel. The above policy requirements are understood and will be observed by our Group.

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

\_\_\_\_\_ for \_\_\_\_\_  
(Responsible Person) (Group)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Approval of this Agreement: \_\_\_\_\_  
(Name of Encampment Representative)