

Stanwood Camano School District

TO : BOARD OF DIRECTORS
FROM : GARY PLATT, EXECUTIVE DIRECTOR – BUSINESS SERVICES
SUBJECT : UTSALADY ELEMENTARY SCHOOL – OUTDOOR EDUCATION
FACILITY AGREEMENT/OVERNIGHT TRIP
DATE : JUNE 21, 2016
TYPE : ACTION NEEDED



Attached is a memo and contract form with Warm Beach Camp for the May 25 and 26, 2017, Utsalady Elementary School outdoor education camp.

This activity is funded by donation from the parent support group (PTA/booster club).

Recommendation:

We recommend the board *move to approve the contract and overnight stay for Utsalady Elementary School outdoor education program at Warm Beach Camp on May 25 and 26, 2017.*

Utsalady Elementary

608 Arrowhead Road
Camano Island WA 98282
360-629-1260

RECEIVED

JUN 06 2016

STANWOOD-CAMANO
SCHOOL DISTRICT

MEMO

Date: June 3rd, 2016

To: Gary Platt

From: C. Keller 

Re: 2015-16 Outdoor Education Contract

Attached is a copy of Utsalady's Warm Beach Camp contract for our upcoming 2016-17 fifth grade Outdoor Education Camp.

Our 2016-17 Outdoor Education Camp is set for Thursday, May 25th and Friday, May 26th, 2017. The students will spend one night.

Warm Beach Camp is asking for the contract to be signed and returned by June 17th.



Warm Beach Camp & Conference Center
 20800 Marine Drive, Stanwood, USA
 Tel: 8002286724 Fax: 3606528210
 guestservice@warmbeach.com | www.warmbeach.com
 Employer ID Number: 91-1710210

to: Cathryn Mc Kinnon
 Utsalady Elementary
 608 Arrowhead Rd
 Camano Island WA 98282
 cmckinnon@stanwood.wednet.edu
 p: 3606291260 / f: 3606291261

booking

booking

| | | | |
|----------------------|----------------------------|--------------------|------------------------|
| Event: | Outdoor Education | Estimated #'s: | 80 |
| Dates: | 25-May-2017 to 26-May-2017 | Catered: | yes |
| Arrival / Departure: | 8am Thu / 5pm Fri | First / Last Meal: | Dinner Thu / Lunch Fri |
| Accommodations: | W-Bar-B Cabin (x12) | Resources: | W-Bar-B Barn |

payment

| | | | |
|------------|--|-----------------|-------------------------|
| Deposit: | \$675 | Minimum Charge: | \$5,400 per stay |
| Pricelist: | Custom Quote #166 | | |
| Payment: | The deposit amount shown above must be paid by the group and will be applied to the final bill or rolled over to the next event. The balance of the total account will be paid to Warm Beach Camp on the final day of the event with one check/credit card in U.S. funds. Any other arrangement for payment must be made prior to arrival. Failure to make payment as agreed will result in an interest charge of 1.5% of the total bill per month from the agreed upon settlement date. | | |

terms and conditions

Check In/Check Out: Standard Check in time for all accommodations is 4:00pm. Standard Check out time for accommodations is 11:00am. Alternative check out times for accommodations may be made at the discernment of the guest service department.

Cancellation Policy: Cancellation of this contract six (6) months or more prior to the event will result in the forfeiture of one-half of the deposit. Cancellation of this contract less than six (6) months prior to the event will result in the forfeiture of the entire deposit. Cancellation within 14 days of the event will result in the group paying for the minimum charge.

Liability: A certificate of Liability Insurance that names Warm Beach Camp as an additional insured must be provided to Warm Beach Camp no later than 2 weeks before the event. Authorized Representative agrees, on behalf of the group, to abide by the Conference Grounds Policies & Event Guidelines of Warm Beach Camp as stated within this contract packet, and takes responsibility for communicating them to the group.

Meeting Room(s): Unless otherwise noted above under "Resources" your meeting room(s) will be assigned approximately 90 days prior to your event

Meals: Meal times may be assigned approximately 90 days prior to your event. Warm Beach Camp reserves the right to make changes to meal times in order to best serve the interests of all guest group events.

I (authorized representative) have read and agree on behalf of the above named group, to the terms set forth in this contract.

Signed: _____ **Date:** ____/____/____ **Position:** _____