

SHORT TERM CAMP FACILITY RESERVATION FORM

For Scout Units, District Events, Non-Scout Groups

ATTENTION: PLEASE NOTE: Your reservation IS NOT SCHEDULED until you receive a confirmation via mail or fax. We will check dates verbally but this is not a confirmation of your reservation. Mailing it or faxing it in is not a confirmation. Please DO NOT come to camp without written confirmation (this form, signed by council).

- Camp Royaneh
- Wente Scout Reservation
- Rancho Los Mochos

BUILDING REQUESTS ON BACK

CAMP FEES and DEPOSIT INFORMATION ON BACK

Arrival: Day _____ Date ____/____/____ Time: _____

Departure: Day _____ Date ____/____/____ Time: _____

Circle: Pack Troop Team Crew Ship # _____
District _____
Council (if not SFBAC) _____

Check if Co-ed Venture Crew

If Council/District Event - Name of Event: _____

Reservation Contact Person: _____

Address _____

City _____ State _____ Zip _____

Phone: Day: (____) _____

Fax: (____) _____

Cell: (____) _____

E-mail _____

Adult Leader in Camp: _____

Address _____

City _____ State _____ Zip _____

Phone: Day: (____) _____

Fax: (____) _____

Cell: (____) _____

E-mail _____

Estimated Attendance:
Male: Youth _____ Adults _____
Female: Youth _____ Adults _____

BSA LEADERSHIP POLICY: "Two registered adult leaders or one registered leader and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings."

Campsite Requested _____

Other special requirements/facilities: _____

APPROVALS FOR DISTRICT/COUNCIL EVENTS:

Event Chair: _____ Date _____

Staff Advisor _____ Date _____

COUNCIL APPROVAL FOR THIS RESERVATION:

Name _____ Date _____

Reservation: Approved Denied

Notes: _____

PAYMENT INFORMATION:

Checks enclosed for deposits.

Charge my credit card: Expiration Date _____

Signature _____

Printed Name _____

Mail or Fax Reservation form and deposits (see back) to: SFBAC-BSA, 1001 Davis Street, San Leandro, CA 94577-1514.
Phone (510) 577-9000 Fax (510) 577-9002
Date Check to Camping Dept at (510) 577-9203

Please complete the following facility request information:

Building Fees are per 24-hour day

- * See requirements list at right
- ** \$1 per missing or broken arrow

Rancho Los Mochos

- Kitchen \$ 50
- Dining Hall (125 max) \$ 50
- Teel Lodge (NO sleeping) \$ 35
- West Annex (12 max) \$ 60
- OA Lodge (22 max) \$ 50
- Rifle Range *
 - [] Rifle \$.05 round
 - [] Shotgun \$.50 per shot
 - [] BB Gun \$.25/10 shots
 - [] Clay Pigeons
- Archery (see note at top) **
- Pool (5/15-10/1) * \$ 50
- Soccer Field
- Pioneering Equipment

Camp Royaneh

- Kitchen \$150
- Dining Hall (400 max) \$100
- Cooks Cabin (____max) \$ 30
- Bunk House (3 max) \$ 20
- Health Lodge (8 max) \$ 40
- Rifle Range *
 - [] Rifle \$.05 round
 - [] Shotgun \$.50 per shot
 - [] BB Gun \$.25/10 shots
- Archery (see note at top) **
- Pool (5/15-10/1) * \$ 75
- Amphitheater

Wente Scout Reservation

- Kitchen \$150
- Dining Hall (250 max) \$100
- Bunk House (6 max) \$ 50
- Rifle Range *
 - [] Rifle \$.05 round
 - [] Shotgun \$.50 per shot
 - [] BB Gun \$.25/10 shots
- Archery (see note at top) **
- Waterfront Use *
 - (Canoes, Rowboats, Kayaks Only) \$ 5 each
- Amphitheater
- The Lodge at Wente ¹ \$ 250 per night
 - [] with 1 or 2 cabins
 - [] without cabins
 - (Cabins are \$75 each with use of Lodge)
- Cabins (Quantity # _____)
 - 4 are available - Sleep 8 each \$ 75 each
 - q near Lodge q near Dir. Cabin

RESERVATION PROCESS / INFORMATION:

1. Fill out application completely.
2. Submit form to SFBAC a minimum of 3 weeks in advance, with deposits.
3. Non-Scout groups need to provide written statement of purpose of your group. (Reservation form will not be approved on form, a detailed contract, including liability insurance requirements will be sent to your contact person).
4. The Tour Permits is not your camp reservations.
5. Balance of unit fees are paid directly to camp ranger or campmaster.
6. Rifle Range use requires NRA certified instructor. Proof of Certification will be requested prior to arrival at camp.
7. Archery requires knowledgeable adult in archery safety.
8. Swimming requires Red Cross Water Safety Instructor or BSA Safe Swim Defense. Wente: Boating requires same plus BSA Safety Afloat. Proof of certification will be required on site.
9. Specific campsites may be requested, however, assignment of campsites is at the discretion of the ranger/campmaster.
10. NO ALCOHOL is permitted on B.S.A. property.

CAMP FEES

- \$4. per person per weekend for SFBAC units, plus \$2 per person each additional night.
- \$7. per person per weekend for out of council units, plus \$3. per person each additional night.
- Day Use: \$2 per person SFBAC, \$3 O/C

Cost will include per person fees, plus the total facility costs. (Rental of The Lodge at Wente *includes* camp fee). (Units are required to submit a \$25 deposit with application. No reservations are approved without deposit.) Deposit is refundable if notice of cancellation is made 48 hours in advance of arrival time.

Girl Scouts are charged at same rates as Boy Scouts, depending on in or out of council area. Non-Scouting groups pay 1/3 of total fee, details will be provided on reservation contract.

THE LODGE at WENTE

A \$100 per night, non-refundable deposit is required for all reservations. In case of cancellation: deposit is transferable to another date if the Lodge can be rented to another guest for the time of your original reservation. 2 staff cabins (at \$25 each) near corral are optional if available during your reserved dates.

CLEANING / DAMAGE DEPOSIT

A \$100 cleaning/damage deposit is required with your reservation. You may pay by check or credit card. This deposit will be held until the Ranger checks your site out prior to your departing from camp. If there is no damage/cleaning to be done when your group leaves then your voided check will be returned to you by mail or your credit card information destroyed. In the event of damage/cleaning you will be notified and your payment processed, plus any amounts in excess of the deposit.

¹ Catering for The Lodge can be arranged, please call to make arrangements.