

BROOME CAMP SCHOOL

GENERAL CONDITIONS FOR HIRE

BOOKING CONFIRMATION: Signing the “Booking Form and Hire Agreement” and the payment of the deposit by the required date secures a group’s booking.

PAYMENT: At the completion of the conference you will be issued one invoice which includes all accommodation, meal and activity costs.

CANCELLATION: Cancellations must be advised in writing. All deposits are non-refundable. **Please consider carefully when booking.**

TERMINATING THE OCCUPANCY: The Broome Camp School reserves the right to terminate the occupancy for breach of the “General Conditions for Hire”. The Camp Manager is empowered to take action as deemed necessary for the proper conduct of the conference.

CONFERENCE CHARGES 2018

	CONFERENCE	DAY CONFERENCE
Accommodation	\$60.00	
Breakfast	\$12.00	
Morning Tea	\$ 6.00	\$ 8.00
Lunch	\$18.00	\$20.00
Afternoon Tea	\$ 4.00	\$ 6.00
Dinner	\$20.00	
Coffee/Tea all day	Incl.	\$ 6.00
TOTAL	\$120.00	\$40.00

- Day visitors at conferences are charged \$40.00/head which includes morning & afternoon tea, lunch and coffee/tea all day.
- Weekend surcharge is \$300.00 per day.
- Conference room hire is \$200.00 per day.

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ALCOHOL/SMOKING: In accordance with DoE policy the consumption of alcohol at the camp requires the prior approval of the Camp Manager. Smoking on site is prohibited.

DAMAGE AND LOSS: Groups are liable for and, at the discretion of the Camp Manager, be charged for damage to or loss of camp school property and equipment. The Broome Camp School takes no responsibility for the loss or damage to personal property.

EMERGENCY PROCEDURES / SAFETY: The camps emergency procedures comply with DoE policy on Emergency Management. Emergency procedures and evacuation plans are strategically posted throughout the camp school. It is the responsibility of the Conference Organiser to brief any subsequent arrivals, including day visitors, on these and all other safety aspects and general conditions of camp.

The camp also complies with the DOE's specific requirements of residential camps and is fitted with regularly maintained: fire extinguishers, fire hoses, smoke detectors, emergency lighting and illuminated exit signs.

FIRES: No fires may be lit on the property without the consent of the Camp Manager.

FIRST AID: First Aid is the responsibility of conference attendees. The group is expected to provide their own first aid equipment. The Camp Manager is qualified in First Aid and does have back up first aid supplies.

FOOD AND DRINK: Food including lollies and drinks (excluding water) are not to be consumed in dormitories.

MEAL TIMES: Unless the Camp Manager has approved a change or indicated otherwise, meal times are to be strictly adhered to.

SPECIAL DIETRY REQUIREMENTS: Special diets and allergies can be catered for. Please indicate these in advance on the "Conference Booking Request Form".

FOR THOSE WHO HAVE REQUESTED ACCOMMODATION: In addition to clothing and personal needs, campers are required to bring a towel. Linen consisting of 2 sheets, pillow, pillowcase and doona is provided. See suggested clothing list on website.