



## RENTAL INFORMATION

### BOOKLET

for

## SCA EAGLE'S COVE

## MINISTRY CENTRE



Site 12, Comp 4  
R.R. # 14,  
Thunder Bay, ON, P7B 5E5  
PH:(807) 621 7590 or (807) 621 7591  
[eaglescoveinfo@scainternational.org](mailto:eaglescoveinfo@scainternational.org)



**BOOKING YOUR RETREAT AT  
SCA EAGLE'S COVE MINISTRY CENTRE & CAMP**

Please call well in advance to determine availability of the weekend or weekday dates your group requires. We will reserve your chosen dates once we receive a completed Rental Contract and a \$200.00 deposit from your group (\$100.00 deposit for Day Use – see back page). These funds are non-refundable in the case of a cancellation. We will also require a damage deposit in the amount of \$200.00 (\$100.00 for Day Use). Damage deposit funds will be refunded within a week of your function, pending an inspection of the facility. Any damage and resulting repairs will be deducted from the damage deposit, as will extra cleaning that may be required above and beyond regular wear and tear. Any incidents of graffiti will be charged at a rate of \$50.00 each. (Additional funds to cover damages may be required.)

**MEALS**

Your group may choose whether they wish catered meals or prefer to cook for their own group. Hearty catered meals come complete with cleanup by camp personnel – check our rate sheet for pricing and information. We will attempt to accommodate diet requirements if we are notified one week in advance.

Should your group request to cook for themselves, a charge of \$50.00/day covers the use of our kitchen (\$100.00/weekend from Friday evening snack to Sunday lunch). Your group must provide its own condiments, coffee, drinks, etc. Adequate cooler space will be provided. Guests are responsible for leaving the kitchen in the condition in which it was found with all items washed and put away.



**RENTAL CONTRACT**

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

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

Phone #: \_\_\_\_\_ Fax#: \_\_\_\_\_

Contact person: \_\_\_\_\_

Requested Dates: from \_\_\_\_\_ to \_\_\_\_\_

Check-in time: \_\_\_\_\_ Check-out time: \_\_\_\_\_

Group size: # of Adults, ages 12+ \_\_\_\_\_, 6-11 \_\_\_\_\_, 0-5 \_\_\_\_\_

Circle type of retreat requested:

Basic Facility Rates

Full-Service Retreat

Campsites required? YES / NO      How many? \_\_\_\_\_

Circle Optional Activities requested: (subject to availability)

Climbing Wall

Archery

Indicate requested time of activity and estimated number of participants: \_\_\_\_\_

Wherever the camp is responsible for an activity or service, the activity or service will be carried out in accordance with SCA International and SCA Eagle's Cove Ministry Centre guidelines and standards.

**SCA EAGLE COVE MINISTRY CENTRE FACILITIES  
Accommodations**

**Main Lodge:**

We are in the process of fundraising for our main Lodge that will house our kitchen, dining hall, bathrooms, bedrooms, Chapel and games room .

At present we are using a double-wide trailer for our dining hall that has a capacity of 50.

**Cabins:** There are four insulated cabins each with a view of the lake, a short walk from the lodge. Each spacious cabin contains 12 beds (bunks), a small table and chairs. Each bed is complete with a vinyl covered mattress (no linens supplied).

**Lake:** The lake is available for activities during appropriate seasons. Canoes are available, swimming (please ask about lifeguard fees), ice fishing and skating on the lake is at a rental groups discretion (SCA International and SCA Eagle's Cove is not responsible for ensuring safety).

**Craft Building:**

Our craft building is equipped with basic supplies.

| <u>Service</u>  | <u>Outdoor Cabins</u> |  |
|---|-----------------------|--|
| <u>Per person</u>   |                       |  |
| Basic Rate- 1 Night (no meals)  | \$15.00               |  |
| Basic Rate- 2 Nights (no meals)   | \$22.00               |  |
| Full Service- 1 Night (3 meals + 1 snack)                                 | \$35.00               |  |
| Full Service -2 Nights (5 meals + 2 snacks)                               | \$55.00               |  |
| <u>Per facility</u>   |                       |  |
| Basic Rate-1 night(no meals)  | \$700.00              |  |
| Basic Rate- 2 nights (no meals)   | \$1000.00             |  |
| Rates subject to change without notice. Please enquire for current rates. |                       |  |

**GROUP DAY USE RATES**

- Kitchen/Dining Hall Rental -- \$50.00

All groups renting the facility for Day Use only must provide a \$100 damage deposit which will be returned, subject to deductions for loss or damage.

For any rental bookings, please complete and sign the enclosed Rental Contract and send to:

SCA Eagle Cove Ministry Centre, Site 12, Comp 4, R.R. #14, Thunder Bay, ON, P7B 5E5

Your Rental Contract and deposit must be included together to hold your desired dates.

Thank you.

## MINISTRY CENTRE GUIDELINES

- Alcoholic beverages and recreational drugs are not permitted on camp property.
- NO SMOKING in any camp buildings or in the woods. Please arrange with Camp Staff for any adults who wish to smoke outside. Minors are not permitted to smoke inside or out.
- Deposit of \$200.00 is non-refundable in the event of a cancellation.
- Full-service retreats require confirmation of exact numbers at least one week prior to the retreat for food purchasing purposes. **This is the minimum number that will be invoiced.**
- The Lake is unsupervised – please observe all safety signs and swim at your own risk.
- Campfires are to be built only in the designated area.
- All groups require an adult chaperone in each Cabin, as well as in the Craft Building, when in use.
- Some restrictions may apply to use of camp facilities. Please contact Camp Staff for details.
- Damage or loss of equipment or facility must be reported and reimbursement must be made.
- Use of open flames, including candles, is strictly prohibited in all buildings.
- Please do not bring chewing gum, in-shell sunflower seeds, and other similar items to the camp.
- **Rental groups must arrange private insurance. SCA Eagle's Cove Ministry Centre must be provided with a Certificate of Liability Insurance confirming not less than \$2,000,000 General Liability coverage and names SCA Eagle's Cove Ministry Centre and SCA International as additional insureds. This Certificate of Insurance will be provided to SCA Eagle's Cove Ministry Centre no less than one week prior to the start of the rental.**

## GENERAL INFORMATION

- Guests are to supply their own bedding for single beds and bunks (see Facility Information), their own towels and toiletries.
- **No pets allowed please.**
- The retreat package includes canoes, volleyball, baseball, basketball, and games, as available.
- The Climbing Wall is available only with an SCA instructor and costs an additional \$20.00/hour, with a minimum charge of one hour. Subject to suitable weather conditions.
- Paintball field and equipment are available only with an SCA instructor at a charge of \$25.00/hour each, with a minimum charge of one hour.
- **SCA Eagle's Cove Ministry Centre, SCA International & their employees are not responsible for any accidental injury or loss sustained during use of the facilities.**
- **FULL CONTROL OF THE CAMP FACILITY AND ITS PROGRAMS IS THE RESPONSIBILITY OF THE CAMP DIRECTOR.**

**RENTAL DEPOSIT**

**Date of Booking:** \_\_\_\_\_

**Group:** \_\_\_\_\_

As Convenor of the above-mentioned rental group, I have read and understood all guidelines contained in this Rental Brochure. I agree to inform all members of our group of said guidelines. I understand that it is our responsibility to provide a Certificate of Liability Insurance confirming not less than \$2,000,000 General Liability coverage and name SCA Eagle's Cove Ministry Centre and SCA International as additional insurers. This Certificate of Insurance will be provided to SCA Eagle's Cove Ministry Centre no less than one week prior to the start of our rental. I acknowledge that the rental group is responsible for compliance with all applicable laws and government regulations. On behalf of our group, I further release, hold harmless and agree to indemnify SCA Eagle's Cove Ministry Centre and SCA International, its staff, agents, management and Board, from any actions against them because of injury or damage to persons or property.

It is understood that the credit card listed below will be used to cover any charges of loss or damage to the property of SCA Eagle's Cove Ministry Centre or from any extra cleaning that may be required above and beyond regular wear and tear resulting from this booking.

Credit Card:   Mastercard   American Express   VISA  
(circle one)

Cardholder's Name: \_\_\_\_\_

Card #: \_\_\_\_\_

Expiry Date: \_\_\_\_\_   CID#: \_\_\_\_\_

Signature:  
\_\_\_\_\_

If there are no additional charges incurred due to loss, damage or extra cleaning requirements, the above credit card information will be destroyed.

- o Once the date has been confirmed, please fill out the rental contract and mail with \$200.00 non-refundable deposit cheque to: SCA Eagle's Cove Ministry Centre, Site 12, Comp 4, R.R. # 14, Thunder Bay, ON, P7B 5E5.
- o Full-service Rentals must confirm minimum numbers one week prior to rental date.

On behalf of (name of group):  
Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

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