

Property Rental Agreement

To view current openings, ensure availability, and book your stay, visit at GirlScoutsNebraska.DoubleKnot.com/3306. For properties and amenities information and pricing, view our [Camp Brochure](#). To use this form to initiate your reservation, mail completed forms to: Girl Scouts Spirit of Nebraska, 1010 N. 96th Street, Ste. 102, Omaha, NE 68114.

For assistance or questions, contact Member Support at 402.558.8189 or email MemberSupport@girlscoutsnebraska.org.

PLEASE NOTE: Full payment is required to secure your reservation. We require a minimum 30-day advanced booking for challenge courses, pools, and archery, and a minimum 14-day advanced booking for all facilities.

PRICE GROUP (SELECT ONE)

- Nebraska Girl Scout Groups Registered Nebraska Girl Scout Members (Troops, Service Units, and Individuals)
- Non-Profit or Small Groups 1-25 Participants
- Corporate or Large Groups..... 26 or More Participants

GROUP OR COMPANY INFORMATION

Group/Organization Name: _____

Street Address: _____ Apt. or Suite #: _____

City: _____ State: _____ ZIP Code: _____

Contact Name: _____ Primary Phone: _____

Cell Phone: _____ Email Address: _____

PROPERTY RESERVATION INFORMATION

- Property:
- Camp Catron 609 N. 60th Road, Nebraska City
 - Camp Cosmo 2400 E. Wildwood Drive, Grand Island
 - Camp Crossed Arrows 12997 County Road P1, Nickerson
 - Camp Maha..... 17114 S. 63rd Street, Papillion
 - Hidden Oaks Cabin..... 710 E. Hwy 20, Valentine
 - Hilltop House (DAY USE ONLY) 1320 Hilltop Plaza, Lincoln
 - Lakeview Cabin 101 S. Lake Maloney Drive, North Platte

Intended Use: Day Overnight Both Day and Overnight

Check-In: Date: _____ Time: _____ a.m. p.m.

Check-Out: Date: _____ Time: _____ a.m. p.m.

NOTE: Day use arrival time is after 8 a.m. with departure before 4 p.m. Overnight use arrival time is 5–6 p.m.; with departure time before 3 p.m.

REQUIRED DOCUMENTATION

1. A **Troop or Group Attendee Roster**:
 - All Participant Names and Addresses
 - Emergency Contact Names and Phone Numbers
 - List of Persons with Known Allergies or Health Conditions Requiring Treatment, Restriction, or Other Accommodation While on Site
 - Signed Permission to Seek Emergency Treatment for Minors Without Parent/Caregiver on Site
2. Proof of Insurance
3. First Aid/CPR Certification*

*First Aid/CPR certification is encouraged for all groups and required when there will be children on site.

FIRST AID/CPR CERTIFICATION INFORMATION

First Aid/CPR certification is encouraged for all groups and required when there will be children on site. Please provide copy of both front and back of certificate.

Certified Attendee Full Name: _____

Primary Phone: _____ Cell Phone: _____

PROPERTY RESERVATION POLICIES AND AGREEMENT

CANCELLATIONS AND REFUNDS

Facility Rental: Refunds for facility rentals will only be made if cancellation is made **at least 30 days** prior to the rental date.

Additional Guidelines:

- Rental reservations may be transferred to a different date if the facility is available AND if the request is made more than 30 days before the original reservation.
- Refunds are given in the manner in which they were paid.
- No refunds will be issued for no-shows or groups arriving late/ leaving early.
- No refunds will be issued due to poor weather or reasons outside of Girl Scouts Spirit of Nebraska's control.
- If a building becomes unavailable, Girl Scouts Spirit of Nebraska will either reschedule with the renter, attempt to find an alternate location/building that is acceptable to the renter, or will refund fees.

ARCHERY, POOL, CHALLENGE COURSE, AND ZIP LINE TOUR

1. In the event that a trained facilitator/lifeguard is unavailable, a full refund will be issued.
2. In the event that weather conditions are not suitable for archery, pool, challenge course, or zip line tour, your group reservation may be rescheduled, delayed, or refunded.

PROPERTY POLICIES

1. The following items are prohibited on all Girl Scout Spirit of Nebraska ("GSSN") properties: smoking materials, vapes/ electronic cigarettes, and tobacco products; non-prescribed controlled substances; fireworks, firearms and concealed weapons; pets; non-passenger or recreational vehicles (such as, but not limited to, mopeds and all-terrain vehicles). Alcoholic beverages are not permitted on the premises except for licensed catered events.
2. Vendors/caterers must have their own insurance and state license on file with "GSSN."
3. Vehicles must be kept on roadways and parked only in designated areas.
4. Campfires must be supervised by an adult at all times.
5. Personal sports equipment shall be handled and stored safely and securely. Equipment is to be used at your own risk and neither "GSSN" nor its employees are responsible for your safety during its use or storage.
6. All medications (both prescription and over the counter) should be stored under lock except when in the controlled possession of the person responsible for administering them.
7. "GSSN" and its employees are not responsible for lost or stolen personal property.

I AGREE...

1. To indemnify and hold harmless "GSSN", and any of the "GSSN" directors, employees, or agents, against any cause and all claims, demands, loss, damage, judgments, and expenses, including attorney's fees, court costs, and any other legal expenses arising out of the use of "GSSN" facilities and amenities.
2. To assume full responsibility and liability for injury, damage, or loss from any cause whatsoever to the person or properties of others, resulting from the use of facilities.
3. That any damage to buildings or equipment owned by "GSSN" or injury to participants shall be reported promptly to "GSSN" staff.
4. To leave the facilities in the same manner, or better, than encountered upon arrival.
5. To assume responsibility for all persons in the group.

6. To provide "GSSN" with a full roster to include the following information:

- Name(s) of all person(s) on-site
- Cell phone contact information for the group leader or person responsible on-site

7. To provide "GSSN" with evidence of the following insurance prior to use of the premises:

CORPORATE, NON PROFIT, OR SMALL OR LARGE GROUPS

A certificate of insurance naming "Girl Scouts Spirit of Nebraska" as additional insured with coverages as follows:

1. General Liability in an amount not less than \$1,000,000 combined single limit
2. Workers' Compensation for employed personnel of the Organization
3. Business Automobile Liability for owned, non-owned, and hire vehicles with minimum limits of \$1,000,000 bodily injury and property damage combined single limit
4. If Commercial insurance is not available, Homeowners or Renters Liability insurance declaration page may be accepted.

GIRL SCOUT GROUPS

Insurance is available for Girl Scouts taking extended trips (longer than three days and two nights) and for non-members who participate in Girl Scout activities. Contact your Troop Support Specialist to purchase additional insurance.

MISCELLANEOUS PROVISIONS

1. "GSSN" may cancel this reservation without any liability and reserves the right to cancel or change any scheduled reservations due to inclement weather, natural disasters, or unforeseen circumstances.
2. "GSSN" reserves the right to charge a cleaning or damage fee if facilities are not left in the condition found.
3. If "GSSN" cancels reservations a refund will be issued.
4. Each group will be provided with a camp orientation that will include identification of camp boundaries, behavior expectations, precautions concerning possible hazards, emergency procedures, safety policies, and regulations. Information is available on GirlScoutsNebraska.org or found on-site in the designated binder.
5. Adults on-site while children are present should be screened.

AUTHORIZED SIGNATURE

I have read and will abide by the above policies and provisions.

I understand that if anyone in my group does not abide by the polices we may be asked to leave, forfeiting all monies paid to Girl Scouts Spirit of Nebraska.

Group Authorized Signature: _____ Date: _____

Printed Name & Title: _____

OFFICE USE ONLY

REC. BY: _____

DATE: _____