

51321 U.S. Highway 285
Grant, CO



Phone: 303.413.9622 ext. 4450
Fax: 303.838.7915

YMCA of Boulder Valley Camp Santa Maria User Agreement

At YMCA of Boulder Valley Camp Santa Maria it is our mission to offer youth, adults and families the opportunity to create a relationship with the natural world while providing a safe and hospitable environment.

- All guests agree to respect the beliefs and mission of YMCA of Boulder Valley Camp Santa Maria.
- The party executing this agreement warrants that she or he has the full right and authority to bind the retreat group. In the event said party does not have the authority, or does not represent a retreat group, such individual shall be fully responsible in the performance of the terms and conditions of this agreement.
- It is understood that this agreement shall be binding upon all parties upon receipt of the reservation form and user agreement in the office of YMCA of Boulder Valley Camp Santa Maria.
- The agreement may be cancelled. However, the deposit will not be refunded if the cancellation is not made at least 30 days before the start date of the agreement.
- The group agrees to abide by the guidelines described in the user agreement and those posted on the grounds. The signer accepts the responsibility of communicating these guidelines to the leadership of the group and will follow through to ensure compliance.
- The leader of the group must check in with YMCA of Boulder Valley Camp Santa Maria staff upon arrival, and before the user group takes occupancy. He or she must also check out in person before leaving the facility.
- Upon arrival all user group participants must attend a safety and rules orientation led by a YMCA of Boulder Valley Camp Santa Maria staff member.

What To Bring: Personal gear, toiletry items, bedding (for single size beds), towels. Since YMCA of Boulder Valley Camp Santa Maria is located above 8,000 feet, please plan to dress for temperatures 10-15 degrees cooler than areas found on the front range. If planning to participate in outdoor programming, sunscreen, appropriate footwear, a hat and a water bottle are highly recommended.

Clean Up: On your last day the group leader must check in with YMCA of Boulder Valley Camp Santa Maria staff to receive an instructional checklist for cleaning the camp property, including cabins, bath house, lodges, dining hall and common areas. The group leader must return the checklist to YMCA of Boulder Valley Camp Santa Maria staff before leaving the facility. If the checklist is not completed, YMCA of Boulder Valley Camp Santa Maria reserves the right to assess cleaning and/or damages fees to the final bill.

Supervision of Children and Youth: The user group is solely responsible to furnish adult supervision of its members or guests during their stay at YMCA of Boulder Valley Camp Santa Maria. We require that the following ratios be adhered to at all times in the supervision of children and youth:

| Camper Age | Number of Staff | Overnight Campers | Day Only Campers |
|-------------|-----------------|-------------------|------------------|
| 4-5 years | 1 | 5 | 6 |
| 6-8 years | 1 | 6 | 8 |
| 9-14 years | 1 | 8 | 10 |
| 15-18 years | 1 | 10 | 12 |

YMCA of Boulder Valley Camp Santa Maria does not authorize any exceptions to ratio requirement regulations. All user group staff supervising children and youth must be at least 18 years of age and at least two years older than the minors with whom they are working. There should be a minimum of two adults present at all times.

Participant Information: Group leaders are to gather the following information from all group participants: name and address, emergency contact names and phone numbers, any known allergies or health conditions requiring treatment, restriction or other accommodation while on site. For minors without a parent or guardian on site, signed permission to seek emergency treatment or a signed religious waiver is required. There are certain elements of danger inherent in connection with the conference/retreat that are beyond the control of YMCA of Boulder Valley Camp Santa Maria. It is the recommendation of YMCA of Boulder Valley Camp Santa Maria that participants be notified of these risks.

Program/Specialized Activities: Specialized activities include archery, challenge/low ropes course, boating/waterfront, pool, mountain biking, catch and release fishing and rock climbing. These activities may be done only with prior arrangements with the YMCA of Boulder Valley Camp Santa Maria director(s). YMCA Camp Santa Maria will either provide appropriately trained staff or will determine minimum qualifications and minimum ratios and supervision.

General Information:

1. All members of the group should stay within the camp boundaries.
2. Illegal drugs, drug paraphernalia, weapons, firearms, ammunition or fireworks or their consumption and/or use are not permitted anywhere on the YMCA of Boulder Valley Camp Santa Maria property. The group agrees to not engage in any unlawful activity on or about the camp facility.
3. Alcohol and tobacco use is prohibited on the YMCA of Boulder Valley Camp Santa Maria property unless prior arrangements for adult groups are made in advance. Smoking is prohibited in all buildings.
4. We encourage a reasonable lights-out curfew of 11:00 p.m. We strongly recommend that the noise level be minimal after dark.
5. YMCA of Boulder Valley Camp Santa Maria has the ability to serve several groups at one time. Your group may be required to share the dining hall and other common areas of the camp property with other groups.

Vehicles/Traffic/Parking:

1. YMCA of Boulder Valley Camp Santa Maria does not provide vehicles or transportation for user groups.
2. YMCA of Boulder Valley Camp Santa Maria requires that user groups have medical emergency transportation available at all times. User groups must have a vehicle on site that is in operational order and has enough fuel to reach the emergency care location. The nearest 24-hour hospital is Swedish Medical Center (501 East Hampden Avenue, Englewood 80113, 303-789-3295) and the nearest extended hour medical facility is Conifer Medical Center (26659 Pleasant Park Road, Conifer 80433, 303-674-0605).
3. YMCA of Boulder Valley Camp Santa Maria prohibits the transportation of persons in non-passenger vehicles (example: backs of pick-up trucks, wagons, trailers, etc.)
4. Vehicles on site must follow posted signs designating speed limits, restrictions, traffic areas, parking, delivery and pick-up areas.
5. Vehicle owners should be aware that YMCA of Boulder Valley Camp Santa Maria cannot guarantee the safety or security of vehicles and that insurance is the responsibility of the owner, not of YMCA of Boulder Valley Camp Santa Maria.
6. Parking and/or driving is not permitted near the cabins.

Dining Room/Kitchen:

1. User group leaders are responsible for supervision of participants while in the dining room.
2. In order to minimize your costs, guests are expected to help in clean-up after each meal by returning their dishes to the dirty dish bins, wiping down their tables in the dining room and cleaning the area under and around the tables.
3. Access to the kitchen by user groups is prohibited.
4. All food/meals prepared while the user group is on property will be provided by YMCA of Boulder Valley Camp Santa Maria or arrangements should be made with an approved caterer who will be provided with kitchen use instructions.
5. Arrangements for dietary restrictions and allergies must be made with the camp director(s) at least 2 weeks in advance.

Audio/Visual Equipment: Use of audio/visual equipment must be arranged with the YMCA Camp Santa Maria director(s) in advance.

Cabins:

1. Food is not permitted in sleeping areas/cabins.
2. A supervisory staff member, aged 18 or over, must sleep in and supervise each cabin being used by participants.
3. Cabins are heated, but do not have running water.

Bathrooms/Showers:

1. A centralized bathroom/shower house is located near the cabins.
2. Separate bathrooms/showers are designated for men and women.
3. Bathrooms are also located in the dining hall, St. John's Hall, in the staff lounge, at the pool, in the health center and in the multi-purpose room below the dining hall.
4. Napkins, tampons, paper towels or related articles must not be flushed in toilets.
5. Chemicals such as gasoline, turpentine, etc. must not be poured down the drain.

Equipment:

1. It is the responsibility of the user group leader to ensure that all sports equipment provided by the group or group participants be stored properly for the safety of all.
2. Personal gear and gear owned by the user group may not be used on climbing areas or in YMCA of Boulder Valley Camp Santa Maria climbing programs.
3. We recommend that the user group supply its own equipment, except for equipment used for specialized activities.
4. Requests to use YMCA Camp Santa Maria equipment must be made in advance so that maintenance procedures, supervision requirements, conditions for use, and safety guidelines may be discussed prior to use.

Environmental Concerns: YMCA of Boulder Valley Camp Santa Maria believes in environmental conservation and practices the policy of Leave No Trace. Therefore, ATV's used for recreational purposes are not allowed on the camp property. To preserve vegetation, and so as to not disturb wildlife, please stay on trails and in designated areas. Wood cutting is not permitted.

Office Equipment:

1. Telephone is available for user group leaders in the staff lounge. Access to long distance is not available.
2. Computer access with internet is available in the staff lounge and a wireless internet password can be provided to groups upon their arrival.

Fires: Fires are permitted only in the fire ring and in accordance with fire bans. When putting out the fire in the fire ring, do not use a fire extinguisher. Use buckets of water only. Candles are not permitted in any sleeping areas.

Water: The camp maintains its own water supply and, therefore, it is vitally important that conservation measures are observed. If a water leak is discovered, notify the camp director(s) immediately. Please conserve water when possible.

Animals/Pets:

Animals/pets are not allowed on camp property unless prior arrangements are made with the camp director(s).

Damage: The user group is legally responsible for any damage to the camp property, equipment or facilities caused by its members or guests during their stay. Fees for such damages may be assessed in the invoice submitted to the user group after their stay.

Emergencies:

1. Please notify YMCA Camp Santa Maria staff of any problems with the facility. For after-hours emergencies, emergency numbers and the phone numbers of on-site staff will be provided upon the user group's arrival at camp.
2. YMCA of Boulder Valley Camp Santa Maria staff will provide the group leader with information on emergency procedures including reporting requirements, fire drills and evacuation plans upon arrival.

Medical Emergency:

1. User groups are to provide their own first aid and emergency care, designate individual(s) responsible for first aid and emergency care and emergency transportation, provide their own first aid supplies and equipment, and follow emergency procedures. YMCA of Boulder Valley Camp Santa Maria is not responsible for medical care for user groups. For your protection, and in order to comply with our ACA accreditation requirements, we require that each group has an individual on site who holds First Aid and CPR certifications from a nationally recognized provider.
2. While the health center is available for use by user groups, user groups must provide their own first aid equipment, drugs, medicines, and be responsible for their controlled use and storage at all times, and any medical or nursing services necessary for the treatment of its members or guests.
3. The user group must report any accidents that require more than rudimentary medical treatment to the YMCA of Boulder Valley Camp Santa Maria director(s).
4. The nearest 24-hour hospital is Swedish Medical Center (501 East Hampden Avenue, Englewood 80113, 303-789-3295) and the nearest extended hour medical facility is Conifer Medical Center (26659 Pleasant Park Road, Conifer 80433, 303-674-0605).
5. Phones available for emergency use are located at the office, staff lounge, and kitchen.
6. Notify the YMCA Camp Santa Maria director(s) about medical emergencies immediately.
7. The group leader must bring, and have available at all times, a current list of participants that includes the participant's name, address, emergency contact names, phone numbers and addresses and known allergies or health conditions. For all participants under the age of 18 and not accompanied by their parent or guardian, a signed form granting permission to seek emergency treatment must be provided.

Insurance: The user group must furnish its own insurance for the protection of its members and guests. YMCA of Boulder Valley Camp Santa Maria and the Mary M. Dower Benevolent Corporation are not responsible for any accidents or injuries incurred or sustained by the user group's members while on the camp property. YMCA of Boulder Valley Camp Santa Maria and the Mary M. Dower Benevolent Corporation are not responsible for lost or stolen property. The user group is required to provide YMCA of Boulder Valley Camp Santa Maria with a Certificate of Insurance in the recommended amount of a \$4,000,000 umbrella. The YMCA of Boulder Valley requires minimum coverage in the amount of \$1,000,000 per occurrence and a \$2,000,000 umbrella. The certificate must list YMCA of Boulder Valley Camp Santa Maria and the Mary M. Dower Benevolent Corporation as an additional insured.

We, the undersigned, have filled out the 'Reservation Form' to the best of our knowledge. We have read the YMCA of Boulder Valley Camp Santa Maria policies in the 'User Agreement'. We agree to these conditions and request the use of YMCA of Boulder Valley Camp Santa Maria.

Group Name: _____

Group Leader's Name (Please Print): _____

Signature of Group Leader: _____ Date: _____

Senior Program Director (Camp Santa Maria) _____ Date: _____

Andrew VanDerWege

User Agreement YMCA Approved: _____ Date: _____

Reviewed by Joan Chartrand, Executive Director Community Branch

*Please return the completed Reservation Form and signed User Agreement to:

YMCA of Boulder Valley Camp Santa Maria
 P.O. Box 1369
 Bailey, CO 80421

Or fax to:
 303.838.7915

