

**Laurelview Christian Center Reservation Contract**  
**For Disciples Congregation or Church Member**

**CONTACT INFORMATION**

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

Purpose for using the center \_\_\_\_\_

Disciples Congregation \_\_\_\_\_

Person Responsible For Group \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

**GROUP INFORMATION (Approximate Numbers)**

Total \_\_\_\_\_ (Males \_\_\_\_\_ Females \_\_\_\_\_) Ages: From \_\_\_\_\_ to \_\_\_\_\_

Must have two adults per group. Groups over 20 must have one additional adult for every 10 youth under the age of 18.

**DATES AND TIMES**

Arrival Date \_\_\_\_\_

Departure Date \_\_\_\_\_

Time arriving: \_\_\_\_\_

Time Departing: \_\_\_\_\_

*Please note that you need to arrive and depart within an hour of the time you give to us.*

**SPACE NEEDED:**

- |                        |  |
|------------------------|--|
| ___ Director's Cabin   | Small meeting room with fireplace and small kitchen. Two bedrooms sleeping 12 total with two baths. Basement meeting room. |
| ___ Dining Hall        | Large meeting space and large kitchen for preparing meals  |
| ___ Barn               | Recreation center with basketball, labyrinth   |
| ___ Dormitory Cabin #1 | Four pods sleep up to 36 persons with two baths  |
| ___ Dormitory Cabin #2 | Four pods sleep up to 36 persons with two baths  |

**MINISTER'S SIGNATURE (In order to qualify for the special Disciples affiliated rate)**

This congregation or church member is in good standing with the Christian Church in Pennsylvania

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

**GROUP LEADER'S SIGNATURE**

As the person responsible for this group, I accept responsibility for the care of the property, the conduct of the group, and will make all participants aware of the rules of the conference center. Also, we submit a list of names, addresses and email addresses of participants for future Laurelview promotions.

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

## FEES

Director's Cabin:	Per overnight	\$100
	<b>Winter Rental available November 15 to March 30, 2 night minimum</b>	
*Dormitory Cabin #1	Per overnight	\$100
*Dormitory Cabin #2	Per overnight	\$100
*Thompson Hall (Lower Barn) with other rental		\$100
*Day Event: Fee includes grounds, pond, pavilion, upper barn for recreation, Thompson Dining Hall (kitchen is an additional cost)		\$100
*Kitchen in barn per day		\$50
Additional Deposit for Cleaning or Damage		\$100
<i>Please send this deposit as an additional and separate check which will be returned within 2 weeks after the event if group cleans well and there is no damage.</i>		

**\*No Winter rental.**

## CANCELLATIONS

Please contact LISA Buday, 724-938-1355 if there is a need to cancel. If cancelling before 14 days, all money will be refunded. After 7 days, no money will be refunded but may be applied to a future date within the year.

## REGISTRATION SUMMARY

- MAIL HARDCOPY OF THIS FORM WITH SIGNATURES
- WITH COPY OF CHURCH'S CERTIFICATE OF INSURANCE naming Laurelview Camp as additional insured for the time of your stay
- **FOR A DISCIPLES FAMILY EVENT, please sign the waiver attached.**
- ONE CHECK FOR FEES
- A SECOND CHECK OF \$100 FOR CLEANING AND DAMAGE (Returned if all is in order after event)
- Checks are payable to Christian Church in Pennsylvania, Laurelview
- Once both the form and checks are received, the registrar will contact you to confirm your reservation along with a list of what to pack, camp rules and check out procedures
- A Camp Host will be assigned to welcome your group and to insure the safe use of the grounds during your stay.

### Mail to:

Laurelview Task Force  
P.O. Box 465 California, PA 15419

Registrar: [rentals@laurelview.org](mailto:rentals@laurelview.org)

**Lisa Buday: 724-938-1355 or 724-344-0544**

**Updated September 2022**