



**Wedding Facility Rental Agreement**

**Contact:**

**Booked on:** \_\_\_\_\_

**Reservation Date(s):** \_\_\_\_\_

**By:** \_\_\_\_\_

**Name(s):**

**Address:**

**Email:**

**Phone:**

**• Decoration & Equipment**

Groups that decorate or use any part of Camp are expected to leave it looking the same as it did when they arrived. This includes putting away tables and chairs, cleaning up litter inside and outside, removing all décor, and taking out the trash. Camp tables and chairs will be available for use, no discount will be granted if the occupant chooses to not use the tables and chairs provided. Nails may not be used to attach decor. Please do not use confetti nor rice outside; they are harmful to wildlife. Specific requests will be negotiated with camp staff.

**Initials** \_\_\_\_\_

**• Vehicles & Parking**

The speed limit at camp is 10 mph all guests are expected to adhere to the speed limit. Parking lots for the main camp are located on the south and east sides of the Lincoln Lodge, and east of the Pool. All cars must remain parked until departure. Motorized vehicles should not be operated in areas not designated for their use, including grassy areas and the main lawn..

**Initials** \_\_\_\_\_

**• Alcohol & Smoking**

Camp Abe Lincoln is a drug free environment; **Smoking is not allowed on the premises.** Alcoholic beverages are the sole responsibility of the group. Any alcohol must be administered by an Iowa licensed bartender, which will be provided by the renters.

**Initials** \_\_\_\_\_

**• Pets Need approval**

Pets are not permitted on camp property due to conflict with domestic camp and wildlife animals, unless approved by the director.

**Initials** \_\_\_\_\_

**• Firearms**

Personal firearms or weapons are not allowed on camp property.

**Initials** \_\_\_\_\_

**• Misuse of Property of Equipment**

All camp facilities and property should be left in the same condition they were found. The occupant can request a walk-through, with the camp director, prior to the start of the event. The occupant agrees to pay for repair of any destruction or defacement of Camp Abe Lincoln property or equipment.

**Initials** \_\_\_\_\_

Invoice # \_\_\_\_\_

Invoice # \_\_\_\_\_

**I have read and understand the Facilities Usage Agreement and agree on behalf of all the group members to the terms stated. \*\*Amendments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Occupant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Camp Abe Lincoln Staff Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please enclose the following when returning contract to camp:**

- **This contract signed and dated (keep a copy for your records)**
- **\$500 Deposit - checks can be made payable to The YMCA of the Iowa Mississippi Valley**

Half of the remaining balance is due 6 months prior to your event; the remaining balance is due 1 month before the event date.

**Lodge Rental Package: \$3,500**

Includes:

- Access to the lodge the day before (starting at 8am)
- Access to the lodge the day after (until noon)
- Tables and chairs (seats 200)
- Access to cooler/freezer
- Host on call during your time at camp

**Cabin Rental: \$250/night** (Cabins sleep 16)

- Renters bring their own linens and towels
- Renters are responsible for clean up and trash collection
- **Alcohol is not allowed in the cabins**
- **Quiet Hours: 12:00am -6:00am**

Initials \_\_\_\_\_

**I agree to pay the full amount stated below, and understand that failure to pay in full, four weeks prior to my event date, will result in a cancellation of my reservation and retention of the \$500.00 deposit.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Package total: \$3500

Cabins: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
cabins nights total

**Reservation Total: \_\_\_\_\_**