

## I. Camp Miakonda Reservation Policy for Scouting Groups

Camp Miakonda is a multi-use facility which serves both the Boy Scouts of America and the community at large. This policy outlined in this section applies to units, districts, and committees affiliated with the Boy Scouts of America.

The Erie Shores Council Camping Secretary is the official registrar for all facilities at Camp Miakonda at all times. Scouting units wishing to utilize camp facilities are to contact the Council Camping Secretary directly to make reservations.

Unless a facility is officially reserved through the Council Service Center, and all required facility fees are fully paid when due, the facility will be considered as NOT reserved.

All reservations for Camp Miakonda facilities must be accompanied by a deposit, paid within one week of the date on which the reservation was placed, equal to fifty percent (50%) of the full facility rental fee. The full rental fee must be paid in full no less than six weeks in advance of the first date of the facility rental period. Reservations not paid in full on the designated due date are subject to immediate cancellation.

A unit, district, or committee may cancel a reservation four or more weeks prior to the first day of the rental period by written notification to the Camping Secretary. Cancellations within four weeks of the first day of the rental period are not permitted, other than for good cause and with approval from the Camp Miakonda Operations Director. Lack of attendance for an event is not automatic grounds for cancellation within four weeks of an event or activity. The Camp Miakonda Operations Director will take into consideration the potential to rent the facility to other Scouting or non-Scouting groups when deciding whether or not to permit the cancellation.

Rental deposits returned for cancelled reservations – regardless of the date or reason for the cancellation - will be subject to a processing fee equal to fifteen percent (15%) of the deposit. There shall be no exceptions to this policy.

### **Special Events, Closed Weekends**

The Council Camping Committee has the authority to reserve Camp Miakonda for the exclusive use of a district or committee for a special event or activity. Historically, a period of exclusive use has come to be known as a "closed weekend." A closed weekend includes the use of the Council Lodge, Chapel, Parade Field and Fire Rings.

A district or committee which would like to have exclusive use of Camp Miakonda for an event or activity must submit a written request for a closed weekend to the Council Camping Secretary at least three months in advance of the first day of an event or activity. The Camping Secretary shall immediately forward a copy of the written request to the Council Camping Committee Chair for a decision at the next Council Camping Committee meeting.

Once a request for a closed weekend has been approved, reservations for camp facilities during the closed weekend will be accepted from only those individuals, units, or groups which fall with the scope or purpose of the closed weekend.

Camp facilities on closed weekends which are not reserved and all fees fully paid six weeks prior to the activity will be immediately available for reservation by other groups within Scouting and by non-Scouting organizations.

### **Guaranteed Occupancy Option**

A written request for a closed weekend may include a request that the district or committee be permitted to use the Guaranteed Occupancy Option. In so doing, the district or committee guarantees that either: (a.) 80% of all facilities at Camp Miakonda will be reserved and fees fully paid no less than six weeks prior to the first day of the event; or, (b.) the district or committee will pay the current Camp Miakonda 80% Occupancy Rate no less than six weeks prior to the first day of the event. The purpose of the Guaranteed Occupancy Option is to allow a district or committee to have exclusive use of Camp Miakonda even though not all camp facilities are actually in use.

As of the adoption date of this policy, the Camp Miakonda 80% Occupancy Rate is \$1,400, less paid cabin rental fees. This amount is subject to change at any time.

The ability to use the Guaranteed Occupancy Option is a privilege granted at the sole discretion of the Council Camping Committee. In the event that a district or committee is permitted to use the Guaranteed Occupancy Option, and then fails to make good on their guarantee, the district or committee shall not be granted the privilege to use the Guaranteed Occupancy Option for a period of not less than eighteen months.

### **Event or Activity Schedule**

As part of the reservation process, an event or activity schedule must be submitted to the Camp Operations Director no less than six weeks prior to the first day of an event or activity. This schedule shall include a list of activities, the location of each activity, and an approximate time schedule for each activity. The schedule must include all activities at the Council Lodge, Chapel, Parade Field and Fire Rings.

### **Do a Good Turn Daily**

Camp Miakonda is a true Scouting and community treasure. For over ninety years Camp Miakonda has enriched the lives of the youth it serves. With our use of this wonderful camp comes the responsibility to maintain the camp's grounds and facilities so that Camp Miakonda can continue its mission of service for generations to come.

As part of the reservation policy, once in camp you are asked to contact the Camp Ranger for an age-appropriate service project to benefit the camp. Not only will the service project benefit the camp, it affords us all an opportunity to practice the Boy Scout Slogan: Do a Good Turn Daily

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## II. Camp Miakonda Reservation Policy for Non-Scouting Groups

Camp Miakonda is a multi-use facility which serves both the Boy Scouts of America and the community at large. The policy outlined in this section applies to organizations not affiliated with the Boy Scouts of America that wish to utilize camp facilities. The procedures for units, districts, and committees affiliated with the Boy Scouts of America are outlined in Section I.

The Erie Shores Council Camp Miakonda Operations Director is the official registrar for the use of all facilities at Camp Miakonda by groups not affiliated with the Boy Scouts of America. Non-Scouting groups that wish to utilize facilities at Camp Miakonda are to contact the Camp Miakonda Operations Director directly to make reservations.

All reservations for Camp Miakonda facilities must be accompanied by a deposit, paid within one week of the date on which the reservation was placed, equal to \$100.00 or ten percent (10%) of the rental fee (whichever is larger). A purchase order will be accepted for a deposit and payment obligation. Reservations not paid or covered by a purchase order in full on the designated due date are subject to immediate cancellation.

Groups may cancel a reservation four or more weeks prior to the first day of the rental period by written notification to the Camp Miakonda Operations Director. Cancellations within four weeks of the first day of the rental period are not permitted, other than for good cause and with approval from the Camp Miakonda Operations Manager. Lack of attendance for an event is not automatic grounds for cancellation within four weeks of an event or activity. The Camp Miakonda Operations Director will take into consideration the potential to rent the facility to other Scouting or non-Scouting groups when deciding whether or not to permit the cancellation.

Rental deposits returned for cancelled reservations – regardless of the date or reason for the cancellation - will be subject to a processing fee equal to fifteen percent (15%) of the deposit. There shall be no exceptions to this policy.

Approval Date: 24 April 2008