



CAMP KAITAWA TRUST

Booking Form (effective 1.1.20)

This booking is made with the Camp Managers
phone (06) 8373 806 email: campkaitawa@xtra.co.nz

SCHOOL/GROUP/ORGANISATION NAME: _____

GROUP LEADER/ORGANISER'S NAME: _____

POSTAL ADDRESS: _____

CONTACT PHONE: Day _____ Night _____ Mobile _____

EMAIL: _____

DATES: Check In _____ Check Out _____ NUMBER OF NIGHTS: _____

ESTIMATED NUMBER IN GROUP: Adults _____ Children* (still at school) _____

GROUP LEADER/ORGANISER'S SIGNATURE: _____ DATE: _____

CAMP FEES

School Groups: \$ 12 per person per night; under five years old - free
Non School Groups: \$ 25 per adult per night; \$12 per child* per night; under five years old free

BOOKING TERMS

1. A deposit of \$250 is required to secure your booking. Your deposit will be deducted from the total amount payable.
2. To secure exclusive use during a weekend or a school holiday, a minimum of \$250 per night will be required.
3. All Bookings are accepted at the discretion of the Camp Manager and the Camp Kaitawa Trust.
4. An additional bond may be required before uplifting Camp key.
5. The Trust reserves the right to charge special rates upon application, depending on circumstances.

CANCELLATION POLICY

Due to the time taken to organise stays at Camp Kaitawa, our refund policy for deposits is:

1. Full refunds will be given for cancellations with over 6 months notice.
2. No refunds will be given for less than 6 months' notice.

In addition to forfeiting the deposit, the following fees may be charged if a similar sized replacement group cannot be found:

3. Less than 7 days' notice of cancellation: 75% of the accommodation fee based on dates and numbers booked.
4. Less than 60 days' notice of cancellation: 50% of the accommodation fee based on dates and numbers booked.
5. Greater than 60 days and less than 6 months' notice of cancellation: no penalty fee is incurred but the deposit is forfeited.

BOOKING DEPOSIT

Paying by Cheque After booking tentatively with the Camp Manager, please send the completed booking form and \$250 deposit cheque to: *Camp Kaitawa Trust, c/o Camp Manager, House 7 Kaitawa Village, RD5, Wairoa 4195.*

Electronic/Bank Deposit: Email the completed booking form to campkaitawa@xtra.co.nz.

After receiving your booking confirmation from the camp manager, deposit \$250 into:

Westpac Account: *Camp Kaitawa Trust* Account Number: **03-0698-0496449-00**

Reference: *School/Name, MMY (Camp date).*

NB: If you are paying via direct deposit, please advise the Camp Manager the date your deposit was made.

We look forward to seeing you here!

Con & Kelly – Camp Managers