

**CAMP POLLOCK**  
**NON-SCOUT RENTAL AGREEMENT**

**Camp Pollock** has been dedicated to serving the young people of the area since 1922. The campground and training facility is in a rustic setting within the American River Parkway. It is available year round for rental use by Scouts, various youth and community organizations. Groups using the facilities must be prepared to provide their own janitorial services, kitchen equipment, outdoor tools and anything else they will need to make their event successful. As a service to Camp Pollock and others using this facility, please leave the grounds and lodge in as good condition or better than when you arrived. Before the group leaves, the Camp Ranger (the full time resident caretaker) or Camp Master (a volunteer camp host) and the responsible adult in charge will inspect the area together.

**Reservations** for the use of all facilities are on a first come first served basis.

**There** is plenty of parking area but large groups must supply parking supervision.

**Vehicles** are not allowed in the camping area at anytime.

**Firewood** is available on the grounds.

The Camp Ranger or Camp Master will check groups into and out of the campground. The Camp Ranger or Camp Master may request the expulsion of any individual or group found using the facilities to the detriment of the Camp.

**Groups** are responsible for their own security.

**Exclusive** use of the camp applies only to the user reserving the entire campground.

**Alcohol**, drugs, weapons and fireworks are not allowed on the property. (BB guns are allowed only with a certified Rangemaster.)

**Nails**, screws or other fasteners are not allowed to be driven into trees or buildings.

**This** is a protected wildlife area. Pets are not allowed on the property.

**Fires** are allowed only in designated fire pits.

**Flush** toilets and hot and cold showers are available on the grounds. Groups over 200 must provide portable toilets. (Contact Camp Ranger for details.)

**Activities** must be confined to the camp property. There is no perimeter fence. Riverbank activities must have adult supervision at all times. Please respect our neighbor's property and privacy.

**THE PERSON SIGNING THIS CONTRACT AS THE ACKNOWLEDGED LEADER OR CONTACT PERSON IS RESPONSIBLE FOR SHARING THIS INFORMATION WITH ALL PARTICIPANTS IN THEIR GROUP.**

Camp Pollock  
 467 Del Paso Blvd.  
 Sacramento, Ca. 95815  
 916-925-2166

For reservations contact:

Golden Empire Council  
 P.O. Box 13558  
 Sacramento, Ca. 95853-0558  
 916-929-1417  
 800-427-1417  
 FAX 916-929-4461



For groups interested in service projects there is a Camp Pollock Service Patch available for work done here on the property. Contact the Camp Ranger for more information.

**Letter of Agreement For Non-Scouts Establishing the Use of Camp Pollock**

This letter of agreement is for establishing the use of Camp Pollock  
by:\_\_\_\_\_

For the purpose of \_\_\_\_\_.

1. \_\_\_\_\_ is to have the use of the following facilities

**From (Date)**\_\_\_\_\_ **beginning at**\_\_\_\_\_ **AM/PM, To (Date)**\_\_\_\_\_ **at** \_\_\_\_\_**AM/PM.**

ESTIMATED ATTENDANCE: Youth \_\_\_\_\_ Adults\_\_\_\_\_ Total \_\_\_\_\_

- \*Lodge w/Package
- Lodge (up to 150)
- Large Firebowl
- Barbecue Pit
- Parade Ground
- Washoe (Cabins 30)
- Wyot (up to 25)
- Paiute (up to 25)
- Miwok (up to 30)
- Modoc/Small Firebowl (up to 30)
- Maidu (up to 25)
- Yurok (up to 25)
- Pomo (up to 25)

\*(Lodge package includes: Main Lodge room, Kitchen, BBQ Pit, and the grounds in front of the Lodge.)  
**OVERNIGHT SLEEPING IN LODGE IS NOT PERMITTED**

- 2. The Golden Empire Council requires the following documents to be submitted with this agreement to confirm reservation.
  - a) A certificate of liability insurance with a minimum of \$1,000,000 CSL with the Golden Empire Council; Boy Scouts Of America, and the National Council; Boy Scouts of America named as additional insured, ten (10) business days written notice of cancellation, and the period of time involved.
  - b) A Hold Harmless agreement (copy attached).
- 3. It is understood and agreed to by both parties that the reservation fee for the use of Camp Pollock is \_\_\_\_\_, and is to be paid when submitting agreement.
- 4. It is understood and agreed to by both parties that a refundable cleaning/damage deposit of \$200.00 is required and to be submitted when the agreement is turned in. This deposit is refundable subject to the successful check out from camp with the Camp Ranger or Camp Master.
- 5. It is understood and agreed to by both parties that fees will be transferred to another date or a refund considered if cancellation is fifteen n days prior to reservation date.
- 6. It is understood and agreed to by both parties that the group shall be responsible for any and all damages to camp property which may reasonably be attributed to the actions of the said group, and the group agrees to promptly pay any and all reasonable damage claims when presented.

7. It is understood and agreed to by both parties that no alcoholic beverages, weapons, fireworks or Illegal drugs of any kind are not allowed on the premises.
8. It is understood and agreed upon by both parties that the group will abide by any and all of the camp operating rules as outlined on the attached sheet and directions and instructions of the Camp Ranger or his representative.
9. It is understood and agreed to by both parties that the group will provide at least one adult leader (defined as 21 years of age or older for purposes herein) for every ten (10) members of the party present in camp below the age of 21 years; that at least one of the said leaders must be present with the group at all times while the group is in camp.
10. It is further understood and agreed upon by both parties that should the group fail to provide proper leadership or fail to abide by camp rules or directions of the Camp Ranger or his representative, the Golden Empire Council Camp Ranger or his representative may at their discretion terminate this agreement and require the renting parties to vacate the camp, forfeiting any and all fees agreed to herein.
11. Camp Pollock is within the American River Parkway District. Please remember to secure all personal and group equipment at all times. All vehicles should be locked and secured. Leaders are responsible for your groups.

**PLEASE PRINT**

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Name

\_\_\_\_\_  
Event Contact Person:

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

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

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

\_\_\_\_\_  
Date

Address \_\_\_\_\_ City / State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (Daytime) \_\_\_\_\_ (Email) \_\_\_\_\_

**Golden Empire Council  
P.O. Box 13558  
Sacramento, Ca. 95853-0558**

**Phone; 916-929-1417  
Fax # 916-929-4461  
Toll Free 800-427-1417**



Golden Empire Council  
 251 Commerce Circle  
 Sacramento, Ca. 95815

P.O. Box 13558  
 Sacramento, Ca. 95853-0558

916-929-1417  
 1-800-427-1417  
 FAX 916-929-4461

**NON-SCOUT USE FEES**

This price sheet is to be turned in with the Reservation sheets. You will need to select each and every area or site that you will need. An area will not be considered reserved until fees are paid. Fees are to be paid in full thirty (30) days prior to the activity date. Listed below are the fees for facility usage. Please check the appropriate boxes and number of days for your event. For exclusive use of the property you will need to reserve the complete campground.

<b><u>Area</u></b>	<b><u>Per Calendar Day</u></b>			<b><u># of days</u></b>	<b>=</b>	<b><u>Total</u></b>
	(1 – 49)	(50-99)	(100-150)			
*Lodge Package	\$ 225.00	\$ 262.00	\$ 300.00	_____	=	_____
Lodge only	\$150.00	\$175.00	\$200.00	_____	=	_____
Campsites	\$ 75.00 each			_____	=	_____
Firebowl w/Campsite or Lodge Pkg	\$ 50.00	\$ 65.00	\$ 85.00	_____	=	_____
Modoc/Small Firebowl	\$40.00			_____	=	_____
Parade Ground	\$ 60.00	\$ 85.00	\$ 130.00	_____	=	_____
Entire Facility	\$ 750.00	\$ 1,125.00	\$ 1,500.00	_____	=	_____
				<b>TOTAL FEES</b>		<b>_____</b>

- \*Lodge (up to 150)
- Washoe (Cabins 30)
- Maidu (up to 25)
- Miwok (up to 30)
- Parade Ground
- Yanna (up to 25)
- Wyot (up to 25)
- Paiute (up to 25)
- Pomo (up to 25)
- Yurok (up to 25)
- Firebowl
- Modoc/Small Firebowl (up to 30)

**\*Lodge package includes: Main Lodge room, Kitchen, BBQ Pit, and grounds in front of the Lodge.**

**OVERNIGHT SLEEPING IN LODGE IS NOT PERMITTED**

## HOLD HARMLESS AGREEMENT

\_\_\_\_\_ shall indemnify, hold free and harmless, assume liability for, and defend the BOY SCOUTS OF AMERICA, its chartered affiliates, agents, servants, employees, officers and directors from any and all costs and expenses, including but not limited to, attorney's fees, reasonable investigative and discovery costs, court costs, and all other sums which the BOY SCOUTS OF AMERICA, its chartered affiliates, agents, servants, employees, officers and directors may or become obligated to pay on account of any, all and every demand for claim or assertion of liability, or any claim or action founded thereon arising or allegedly to have risen out of \_\_\_\_\_ use of real or personal property belonging to the BOY SCOUTS OF AMERICA, its chartered affiliates, agents, servants, employees, officers and directors.

**REMINDER – Camp Pollock is within the American River Parkway District. Please remember to secure all personal and group equipment at all times. All vehicles should be locked and secured.**

\_\_\_\_\_  
Organization

\_\_\_\_\_  
By

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



## LODGE CHECK-OUT SHEET

Thank you for using our facilities, we hope that you enjoyed your stay with us. Since this is a Scout campground as well as a training facility we ask that you leave us with an area that is in better shape than you found it. Camp Pollock does not provide janitorial services so be prepared with a cleanup crew after your function. To aid in the cleanup here is a list of items that need to be done so that your checkout is a successful one.

### MAIN ROOM:

Chairs neatly folded or stacked.

Tables wiped off, folded and stacked neatly.

If fireplace is used refill the wood box.

All trash and garbage removed and taken to the dumpster, behind the warehouse and replace trash bags.

Sweep and wet mop floor. (minimum 5 buckets of CLEAN water)

Hang wet mops on outside wall behind kitchen door.

### Kitchen:

Counters, table and sink cleaned.

Stove and griddle cleaned. Clean any messes made in ovens.

All trash and garbage removed and taken to the dumpster, behind the warehouse and replace trash bags.

Floor swept and wet mopped.

Back porch cleaned.

### RESTROOMS:

Sinks and toilets cleaned and flushed.

Floors swept and mopped.

Waste baskets emptied. Replace trash bags.

Thank you for your help in keeping this facility neat and usable for many more events in the future. Completion of this checkout sheet is to be turned in to the Camp Ranger or his Representative for facility inspection. After a successful inspection and if a deposit was paid the Ranger will inform the office to refund your deposit.

**Name (Please print)** \_\_\_\_\_ **Unit or Org.** \_\_\_\_\_

**Signed** \_\_\_\_\_ **Phone#** \_\_\_\_\_ **Date** \_\_\_\_\_



## CAMPSITE CHECK-OUT SHEET

Thank you for using our facilities, we hope that you enjoyed your stay with us. Since this is a Scout campground as well as a training facility we ask that you leave us with an area that is in better shape than you found it. As part of your packing to leave here are a few things that you need to add to your checkout list.

### **Campsite:**

Any tables brought in to your area need to be put back where they came from.

Tables wiped off.

All garbage is to be put into the dumpster, located by warehouse.

Any wood, rocks, etc. brought into area need to be removed and placed in appropriate area. Nothing is to be left on the ground in campsites. (Logs to wood piles: rocks to rock pile: etc...)

Fires extinguished.

### **Firebowl:**

Any unburned wood in firebowl is to be stacked in firewood piles provided outside each bowl.

Fires are to be extinguished and hoses are to be rolled up near faucets.

### **BATHROOMS / SHOWERS:**

Make sure no personal clothing or toiletries have been left behind.

Check stalls for cleanliness. (The bathrooms are cleaned and sanitized each week before your arrival.

Make sure they are neat before you leave)

Thank you for your help in keeping this facility neat and usable for many more events in the future. Completion of this checkout sheet is to be turned in to the Camp Ranger or his Representative for facility inspection. After a successful inspection and if a deposit was paid the Ranger will inform the office to refund your deposit.

<b>Name (Please print)</b>	<b>Unit or Org.</b>
<b>Signed</b>	<b>Phone#</b>
	<b>Date</b>