



PURLEY GATES RETREAT

FACILITY RENTAL CONTRACT

1351 FR 900E · Mt. Vernon TX 75457-7004 · Phone: 903.860.3329 · Fax: 903.860.2791

1 GROUP CONTACT INFORMATION			
Name of Organization (This Organization is herein known as the "Renting Organization")			
Mailing Address	City	State	Zip
Contact Person	Phone	Cell	Fax
			Email

2 EVENT DATES			
Arrival Date	Arrival Time	Departure Date	Departure Time

Facility Rental/Dorm/Cabin/Gab Hall Availability And Costs			
*Ron Smith Bldg.	\$500.00 per day	Dorms -	\$29.00 per night
w/ Rec Room	\$650.00 per day	Cabins -	\$69.00 per night.
Rec Room	\$250.00 per day	Gab Hall Sleeping Rooms -	\$65.00 per night
Crossroads Mtg Room	\$250.00 per day		
*With o/n stay & meals exceeding \$650.00 rental will be reduced to \$250.00 per day.		Rental of the GAB HALL Meeting Room -	\$250.00
Pool \$150.00 + lifeguards (2) @ \$20 per hour – 4 hour minimum		With rental of 10 rooms -	\$150.00
Lakeside w/blob and/or paddleboats - lifeguards (2) @ \$20 per hour – 4 hour minimum		With rental of 11- 14 rooms	\$100.00
		With rental of over 15 rooms	Fee waived
		Labor Fees – to be negotiated between event coordinator and Camp Manager dependent upon event scope.	

3 PAYMENT COMMITMENT	
Contract Deposit	DEPOSIT - The Renting Organization agrees to pay the Contract Deposit at the time this Rental Contract is signed and returned. Contract will need to be returned within 30 days of booking. The Contract Deposit is 25% of the Total Estimated Cost. Deposit is non-refundable without 90 day advance notice of cancellation.
FINAL PAYMENT: The Renting Organization agrees to pay the Final Payment upon arrival. Make Checks Payable to Purley Gates Retreat.	
REQUIRED FORMS AND FINAL COUNTS: Ten Days prior to the Arrival Date, please contact Purley Gates Retreat by phone, fax or email concerning the final guest count and final accommodations. Assumption of Risk and Release form must be received Ten Days PRIOR to arrival..	

PLEASE READ AND CHECK THE FOLLOWING BEFORE SIGNING CONTRACT

	The Renting Organization understands that this is a legal and binding contract between the Renting Organization and Purley Gates Retreat.
	The Renting Organization understands that there is an element of risk involved while participating in various activities at Purley Gates Retreat. The Renting Organization assumes full responsibility for its participating guests for any accident, personal injury or property damage by or to a guest that may occur while staying at Purley Gates Retreat. The Renting Organization hereby releases & holds harmless Purley Gates Retreat & its agents from any & all claims, liabilities, suits, actions, damages, or losses. Purley Gates Retreat highly advises the Renting Organization to obtain a Certificate of Insurance covering itself & its guest during their travel time and stay at Purley Gates Retreat.
	The Renting Organization has read and is aware of Purley Gates Retreat Rules, Policies, & Statement of Belief.

Mail Completed Forms and Total Registration Fee to: Purley Gates Retreat
 1351 FR 900E · Mt. Vernon TX 75457-7004
Make checks payable to: Purley Gates Retreat

Signed _____ Date _____