

Wilderness Trek 2010 Group Reservation Agreement Terms

Purpose of This Agreement:

- (1) To designate a specific week during the summer of 2010 for which you intend to organize a group to participate in the Wilderness Trek™ (Trek) program conducted by Wilderness Trek Christian Camp, Inc. (WTCC)
- (2) To detail the relationship between the Group Coordinator, the scheduled group, and WTCC.

To Initiate This Agreement and Schedule Your Week Of Wilderness Trek™:

- (1) Your group must appoint a **Group Coordinator** to represent your group to WTCC. The Group Coordinator's responsibilities are:
 - Communicate the design and purposes of Wilderness Trek™ to participants in your group.
 - Distribute all Wilderness Trek™ materials and information to your group pertinent for your Trek.
 - Supervise the process of individual registration for your participants.
 - Assist in Crew Leader Training for your group.
 - Collect, according to WTCC policy, the fees required from your group.
 - Remit those funds, per the payment schedule, to the appropriate address.
 - Abide by the policies and procedures set forth by WTCC.
- (2) Those participating in Wilderness Trek™ must understand and agree to fulfill the **objectives of the program**. WTCC is a non-profit corporation that operates under the policies and procedures set forth by the WTCC Board of Directors and its Wilderness Trek™ Resource Materials.
 - Wilderness Trek™ is a program designed based on principles of spiritual growth and specific outdoor activities for developing teenagers and adults. Therefore, no element or activity of your Trek will be altered by your group, the Staff, and/or Wilderness Trek's outfitter.
 - WTCC contracts with an outfitter for guide and outfitting services. The Outfitter is directed and authorized by WTCC to implement the Wilderness Trek™ program and to manage the quality and safety of your Trek. Each participant must understand that while participating they must follow the directions of the Outfitter and the staff for the duration of their Trek.
 - The logo and materials of WTCC may not be used without the permission of the Wilderness Trek™ Board of Trustees.
- (3) Your contact for all Wilderness Trek™ booking and organizational information will be **Shawn Ballard, Executive Director of WTCC**. He is responsible for Wilderness Trek™ recruiting, scheduling, organizational administration, and payment collections.

WTCC 2010 Contact information

Mail:	Wilderness Trek™ Christian Camp c/o Executive Director PO Box 682949, Franklin, TN 37068-2949	Phone: 800-833-4218 E-mail: shawn@wildernesstrek.org
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(4) The Wilderness Trek™ schedule offers the following options:

Standard 6-Day Treks, including Pack & Paddle Treks, are Saturday afternoon through Thursday night **OR** Sunday afternoon through Friday evening. Five-Day Treks are Saturday through Wednesday evening **OR** Sunday afternoon through Thursday evening.

- All Treks begin at 2:00 p.m. on your day of arrival.
- All Treks conclude after the final devotional. **(Please, do not plan to leave before your final devotional !!!)**
- There are limitations to the number of Treks per week. Groups wanting to book for a week that is full will be placed on a waiting list and notified as soon as space becomes available.

(5) All **scheduling** requests are placed on the schedule in the order in which they are received. Your dates for Wilderness Trek™ are secured by returning a completed **Group Reservation Form** and the appropriate **Group Reservation Fee** (*see schedule below to determine the amount*) or by making your reservation on-line.

- The Group Reservation Fee covers the cost of Wilderness Trek™ Resource Materials and the administrative costs incurred by WTCC in scheduling and preparing your group. **The Group Reservation Fee cannot be applied to individual deposits or individual final balances.**
- **2010 Group Reservation Fee Schedule:**
Estimated Group Size Group Reservation Fee *: 5-10: \$ 100 11-20: \$150 21-30: \$200 31-40: \$300 41-50: \$400 51 or more: \$500

(6) After completing the Group Reservation Form and enclosing payment for the appropriate Group Reservation Fee (made payable to **Wilderness Trek Christian Camp**), please mail them to the address listed above (Item 3) or **reserve on-line at www.wildernesstrek.org/booking-information.php**.

(7) When your Group Reservation Form and Group Reservation Fee have been received by WTCC, you will be mailed a **written confirmation** for your Trek. You will also receive a packet of resource materials (i.e. DVD, brochures, etc.). Once your written confirmation and promotional materials have been received, begin recruiting your teens and/or adults to participate in Wilderness Trek™.

Information Regarding Payments:

(1) All **payments** (Group Reservation Fee, individual participant deposits, and individual participant balances) will be collected by the Group Coordinator and paid by one church check, cashier's check, or money order payable to Wilderness Trek™ Christian Camp. You can also pay your deposits and final balances on-line using your credit card. Call 800-833-4218 or go to www.wildernesstrek.org for details. Please do not send individual personal checks.

(2) **The Group Reservation Form and Fee reserves your "estimated" spaces until Monday, February 1, 2010. On or before that date individual participant deposits must be paid to secure participant spaces.**

- Individual participant deposits of \$100.00 (per participant) must be postmarked on or before February 1, 2010 and received by WTCC in order to secure participant spaces.
- The \$100.00 individual participant deposit is **non-refundable**, however it is **transferable** as a deposit for adding a new participant.
- After the February 1, 2010 postmark deadline, remaining spaces on your week not secured by individual participant deposits of \$100.00 will be released to those on the Wilderness Trek™ waiting list.
- After the February 1, 2010 postmark deadline, the Group Coordinator must call (800) 833-4218 for information regarding availability of participant space(s).

(3) Group coordinators delivering 24 fully-paid participant balances **by May 3, 2010** will have the 25th participant fee made complimentary.*

- When making deposits for 25 participants, send deposits for 24. When making final payment for 25 participants send final payments for 24.
- You receive credit for one deposit and one final payment for each 25 campers who register and who participate (i.e. For 50 participants send deposits for 48 and final payments for 48, etc.)

* Fees and Complimentary Trek Policy are subject to approval by the WTCC Directors on October 1 of each year. They are subject to change.

(4) The **Wilderness Trek™ Regular Participant Fee* for the Six-Day Treks during the 2010 season is \$370** (Teen Treks), **\$405** (College/Young Adult Treks), **\$450** (Adult Treks – Enhanced Package), and for Pack & Paddle Treks: **\$430** (Teens), **\$475** (College/Young Adults), **\$515** (Adults). The fee covers expenses that include the services of the outfitter, guide staff, food on the trail, the banquet at the end of your Trek, the use of backpacking and camping equipment, the required U.S.D.A. Forest Service Permits, use of the base campground, a Trek journal, T-shirt, one night's lodging (College/Adult Treks only), enhanced food package (College/Young Adult and other Adult Treks only), one night's stay in a bed and breakfast inn (Adult Treks only), and one 1/2 day whitewater rafting (Pack & Paddle Treks only).

The **Wilderness Trek™ Regular Participant Fee* for the Five-Day Treks during the 2010 season is \$350** (Teen Treks), **\$385** (College/Young Adult Treks), **\$430** (Adult Treks – Enhanced Package). The fee covers expenses that include the services of the outfitter, guide staff, food on the trail, the banquet at the end of your Trek, the use of backpacking and camping equipment, the required U.S.D.A. Forest Service Permits, use of the base campground, a Trek journal, T-shirt, one night's lodging (College/Adult Treks only), enhanced food package (College/Young Adult and other Adult Treks only) and one night's stay in a bed and breakfast inn (Adult Treks only).

- All other expenses incurred (travel to and from Colorado, additional lodging, medical expenses, rafting, etc.) are the responsibility of the participants and their group.

(5) The Wilderness Trek™ fee* schedule offers a **Discounted Participant Fee for Six-Day Treks of \$ 345** (Teen Treks), **\$380** (College/Young Adult Treks), **\$425** (Adult Treks - Enhanced Package), **\$405** (Teen Pack & Paddle), **\$450** (College/Young Adult Pack & Paddle), **\$490** (Adult Pack & Paddle) **when a \$ 100 deposit is paid** (target date: February 1, 2010) **and a \$ 245** (Teen Treks), **\$280** (College/Young Adult Treks), **\$325** (Adult Treks – Enhanced Package), **\$305** (Teen P&P), **\$345** (College/Young Adult P&P), or **\$390** (Adult P&P) **balance is paid on or before May 3, 2010.**

The Wilderness Trek™ fee* schedule offers a **Discounted Participant Fee for Five-Day Treks of \$ 325** (Teen Treks), **\$360** (College/Young Adult Treks), **\$410** (Adult Treks - Enhanced Package) **when a \$ 100 deposit is paid** (target date: February 1, 2010) **and a \$ 225** (Teen Treks), **\$260** (College/Young Adult Treks), **\$310** (Adult Treks) **balance is paid on or before May 3, 2010.**

- The Group Coordinator is responsible to collect all individual payments and submit them according to WTCC policy in order to secure the discount.
- Should a participant miss the May 3, 2010 discount deadline for the final balance, the appropriate full fee amount will apply.

(6) **WTCC has a "No Refund" policy on all payments.** However, payments are transferable when adding a new participant.

Other Things You Need To Know:

(1) The Group Coordinator will receive a mailing that contains the **Wilderness Trek™ 2010- Resource Materials.** The Resource Materials contain:

- "Step-by-Step" (an organizational timeline for Group Coordinators)
- A supply of the 2010 "Participant Handbooks" (includes the Registration Form)
- Other organizational materials and information needed to prepare your group for Wilderness Trek™ such as brochures and the Wilderness Trek video (on DVD format).

(2) Every participant (adult and teen) is required to complete the **Wilderness Trek™ 2010 Registration Form.** Forms are provided as a part of the Participant Handbook. These forms will be mailed to you. These forms include:

- A personal registration form, which includes: personal information, Release of Liability and User Indemnity Agreement.
- A medical form, which includes: medical information, medical history, and a Physician's Evaluation.

Important Notes Regarding the Registration Form:

- Every participant (adult or teen) will need a licensed physician's check-up and signature to participate in Wilderness Trek™.
- Participants must have their physician sign the Medical History and Physician's Evaluation statement on the form provided by WTCC. School physicals and other physical forms cannot be substituted.
- Individuals (adult or teen) who have not completed these forms will be disallowed from participation in Wilderness Trek™. Please, double check all forms for signatures and completed information before departure from home!

(3) **The Group Coordinator must communicate the individual responsibility for personal health coverage** to each participant and their parent/guardian. In the event that a participant should need medical attention, the participant assumes all financial responsibility for medical expenses incurred. Any costs incurred for medical care, lodging, travel, or other expenses for participants removed from a Trek will be the responsibility of the individual participant. Health coverage is not mandatory for participation in Wilderness Trek™, but it is strongly encouraged.

(4) **Youth participation** in Wilderness Trek™ (Teen Treks) is limited to young people between the ages of 14 and 19. Teens must be no younger than 14 (or entering the ninth grade) and no older than 20 on or before September 1, 2010. It is not limited to any race, sex, or religious affiliation.

(5) WTCC defines **adult participants (on Teen Treks)** as anyone twenty (20) years of age or older. Adult participation on Teen Trek is designed for those adults who work regularly with the teens in your home congregation. WTCC suggests the ratio of no more than 3 adults per 10 teen participants. Wilderness Trek™ is a teen program and an inordinate number of adults detract from the full potential of the experience.

- There must be at least one adult that participates with each scheduled group.
- In the event of a participant illness or injury, an adult from your group will be responsible to attend that participant for the remainder of the week.

(6) Each Trek is regulated by the U.S.D.A. Forest Service to groups of no more than **20 participants** (i.e. total of adults and teens). For groups totaling more than 20, multiple groups will be formed. For example, a group of 30 would be divided into two groups of 15 or group of 22 would be divided into a group of 15-18 with the remainder added to a group from another church with 5-10. For groups totaling less than 20, another scheduled group may be combined with your group. The guide staff is not a part of the regulated number. Please call the **WTCC Executive Director** (800-833-4218) to discuss special circumstances involved in dividing your group or in combining your group with another group.

(7) Each Teen Trek group will choose teens to serve as **Crew Leaders** for their week of Trek. WTCC will provide materials to guide each group in the selection and preparation of those teens. It is the Group Coordinator's responsibility to prepare selected teens for the role of crew leader. Materials will be sent to assist in this process. For College & Adult Treks crew responsibilities will be shared equally and no crew leaders need to be selected.

(8) Each group provides their own **transportation** for Wilderness Trek programs. After arrival, your vehicle(s) and adult drivers must provide your group with transportation to and from the rappel site and the trailhead. Vans work well for this need. Your vehicle(s) must be able to transport your participants and their equipment (i.e. packs) to and from the base camp and trailhead. A trailer works best for this purpose.

*Buses are able to access only certain areas. Before chartering a bus or scheduling a large church bus, please contact us at 800-833-4218.

Wilderness Trek

2010 Group Reservation Agreement

For office use only:

Group account # _____

GRA Fee: _____

Deposit: _____

Final Payment: _____

PLEASE PRINT

Group Name: _____
(Organization or Church Name)

Group Coordinator: _____

Mailing Address: _____

Shipping Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: (_____) - _____ - _____ Evening Phone (_____) - _____ - _____

E-mail: _____ Fax (_____) - _____ - _____

ESTIMATED NUMBER OF PARTICIPANTS and GROUP RESERVATION FEE SCHEDULE: (Circle one)

5-10 - \$100 11-20 - \$150 21-30 - \$200 31-40 - \$300 41-50 - \$400 51 or more - \$500

TYPE OF TREK: (You must have at least 15 participants to constitute your own group. Otherwise additional participants may be added to your group.)

____ STANDARD TEEN 6-DAY ____ COLLEGE/YOUNG ADULT 6-DAY ____ ADULT 6-DAY ____ TEEN PACK & PADDLE ____ TEEN 5-DAY
 ____ COLLEGE/YOUNG ADULT P&P ____ ADULT P&P ____ COLLEGE/YOUNG ADULT 5-DAY ____ ADULT 5-DAY

2010 WILDERNESS TREK™ SCHEDULE: Select and prioritize three dates that will allow your group to participate.

ALL TREKS START AT 2:00 P.M. AND CONCLUDE AFTER THE FINAL DEVOTIONAL (usually 8:30 – 9:00 p.m.). PLEASE SELECT FROM THE FOLLOWING 5-DAY OR 6-DAY OPTIONS (Note: All Pack & Paddle Treks are 6-Day Treks):

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| <p>_____ Sat., June 5 – Wed., June 9 or Thurs., June 10</p> <p>_____ Sat., June 12 – Wed., June 16 or Thurs., June 17</p> <p>_____ Sat., June 19 – Wed., June 23 or Thurs., June 24</p> <p>_____ Sat., June 26 – Wed., June 30 or Thurs., July 1</p> <p>_____ Sat., July 3 – Wed., July 7 or Thurs., July 8</p> <p>_____ Sat., July 10 – Wed., July 14 or Thurs., July 15</p> <p>_____ Sat., July 17 – Wed., July 21 or Thurs., July 22</p> <p>_____ Sat., July 24 – Wed., July 28 or Thurs., July 29</p> <p>_____ Sat., July 31 – Wed., Aug. 4 or Thurs., Aug. 5</p> | <p><u>Closed</u> Sun., June 6 – Thurs., June 10 or Fri., June 11</p> <p>_____ Sun., June 13 – Thurs., June 17 or Fri., June 18</p> <p>_____ Sun., June 20 – Thurs., June 24 or Fri., June 25</p> <p>_____ Sun., June 27 – Thurs., July 1 or Fri., July 2</p> <p>_____ Sun., July 4 – Thurs., July 8 or Fri., July 9</p> <p>_____ Sun., July 11 – Thurs. July 15 or Fri., July 16</p> <p>_____ Sun., July 18 – Thurs., July 22 or Fri., July 23</p> <p>_____ Sun., July 25 – Thurs., July 29 or Fri., July 30</p> <p>_____ Sun., Aug. 1 - Thurs., Aug. 5 or Fri., Aug. 6</p> |
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- PLEASE SEND ME A COPY OF **Wilderness Trek™ Video** (11 – minute DVD)
- PLEASE SEND ME _____ COPIES OF THE **Wilderness Trek™ Brochure**
- PLEASE SEND ME _____ COPIES OF THE **Wilderness Trek™ Poster**

I have read and understood the information and terms of the Group Reservation Agreement and agree to serve as the Group Coordinator for the above named group and to fulfill the responsibilities as defined by Wilderness Trek Christian Camp.

Signature of Group Coordinator

Date

Please make a copy of this form for your records. Please mail this form and your Group Reservation Fee to Wilderness Trek, PO Box 682949, Franklin, TN 37068-2949. Once we receive your form and fee we will send you confirmation and a packet of resource materials.