



## Reservation Form

### **Group Information:**

Organization or Church: \_\_\_\_\_ Type of Event: \_\_\_\_\_  
Person in Charge: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **Retreat Details:**

Dates of Retreat: \_\_\_\_\_ Approximate Group Size: Adults \_\_\_\_\_ Youth: \_\_\_\_\_  
Approximate Time of: \_\_\_\_\_ Arrival: \_\_\_\_\_ Departure: \_\_\_\_\_

**Check In and Check Out Times:** Check in is at 2PM (earliest). Check out is at 12PM (latest).

*\*Earlier check ins or later check outs may be arranged by special request. Please contact for details.*

**Facilities:** The following facilities are available and included with your reservation.

-Ball Field	-Boys Cabin	-Girls Cabin	-Holly House Cabin	-Kitchen
-Chapel	-Picnic Areas	-Paddle Boats	-Hiking Trails	-Gym
-Swimming Pool*	-Campfire Area	-Lodge Mtg Area	-Shepherd Shed	-Fishing
-Game Room & Gym	-Gaga Pit	-Turf Ball Court		

*\*Please note that use of the pool is not exclusive. Pool is open from May 1<sup>st</sup> – Oct 31<sup>st</sup>.*

**Optional Items:** The following items are also available. Please check those that apply.

*Small Fee:*

\_\_\_\_\_ Outdoor Grill - \$10 for gas or you may supply your own tank.

### **Rates**

#### ***Lodge & Cabins Retreat:***

Min. Number of Nights: 2      Cost per Person per Night: \$24      Min. per Night: \$720 (min. of 30 people)

#### ***Samaritan Retreat House:***

Min. Number of Nights: 1      Cost per Person per Night: \$24      Min. per Night: \$48 (or a min. of 2 people)

*\*The Samaritan Retreat House can be booked for same day retreats. Please call for availability.*

**Deposits:** \$300 for weekend retreats or \$150 per night for longer (non-refundable). *Your retreat will be locked in once this form and the deposit are received.*

**Mailing:** Please send deposit and registration form to:

Valley Haven Retreat Center | 7655 Valley Haven | Hickory, NC 28602

**Contact:** (704) 942-1440 (cell) | [valleyhavencamp@gmail.com](mailto:valleyhavencamp@gmail.com)

**Valley Haven Retreat Center  
Indemnification and Release Form**

Parson of the Hills Christian Outreach, d/b/a (“Valley Haven Camp and Retreat Center”) requires that this Indemnification and Release Form be signed prior to your group’s arrival or participation in any activities at Valley Haven Camp and Retreat Center. This form must be signed by an individual who has proper legal authority to sign on behalf of all individuals in your group who will be participating in activities at Valley Haven Camp and Retreat Center. This form shall be binding for any events that the undersigned group participates in for the year of 2021.

The undersigned agrees that they have the authority to sign on behalf of all individuals participating in activities at Valley Haven Camp and Retreat Center. The undersigned agrees that if additional individual waivers need to be obtained, they or their organization will secure such waivers on their behalf. The undersigned and all individuals participating in activities at Valley Haven Camp and Retreat Center shall be subject to the policies and procedures of Valley Haven Camp and Retreat Center in order to maintain the utmost safety for the participant.

The undersigned acknowledge and understand the following:

- 1) During Swimming Pool, Hiking, Pond, Paddle Boats, Games, Camping, General Athletic Sports, and any other activities of any kind or nature, certain risks and dangers are present.
- 2) These risks of activities may include physical and psychological damage and/or injury including fatality, due to accidents which may occur resulting from participation in such activities.

In consideration of me and/or my group/organization’s participation, I (We) have and do hereby assume all of the risks of my and/or my group/organization’s participation in all activities. I (We) shall hold Parson of the Hills Christian Outreach, d/b/a Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates harmless from any and all liability, actions, causes of actions, claims, and demands and expenses (including reasonable attorney’s fees) of every kind and nature whatsoever whether for bodily injury, property damage or loss or otherwise, which I (We) and/or all participants associated with our organization and represented by the undersigned as outlined above now have or may arise from or in connection with participation in Valley Haven Camp and Retreat Center’s programs and activities.

In consideration of me and/or my group/organization’s participation in all Valley Haven Camp and Retreat Center activities, I (We) hereby release, waive and discharge Parson of the Hills Christian Outreach, d/b/a Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates from and against any and all claims or liability for injury or events resulting in bodily injury or death to me and/or my group/organization, and whether caused by the negligence of Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates, or otherwise. This release is specifically intended to be binding upon my heirs, personal representatives and next of kin.

Furthermore, I (We) grant permission to Valley Haven Camp and Retreat Center, its agents, and its employees the irrevocable and unrestricted right to produce photographs and video taken of members of our group (both children and adults) while attending Valley Haven Camp and Retreat Center for any lawful purpose including publication, promotion, illustration, advertising, or historical archive in any manner or in any medium. I (We) hereby release Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates, or otherwise from liability for any violation or claims relating to said images or video. Furthermore, I grant permission to use the statements of anyone in our group given during an interview or evaluation with or without my name for the purpose of advertising and publicity without restriction to time limit or geographic area. I (We) waive any and all rights to any and all compensation stemming from the use of these materials.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Group Name

\_\_\_\_\_  
Date

**Valley Haven Retreat Center**  
**COVID-19 Indemnification and Release Form**

Parson of the Hills Christian Outreach, d/b/a (“Valley Haven Camp and Retreat Center”) requires that this Indemnification and Release Form be signed prior to your group’s arrival or participation in any activities at Valley Haven Camp and Retreat Center. This form must be signed by an individual who has proper legal authority to sign on behalf of all individuals in your group who will be participating in activities at Valley Haven Camp and Retreat Center. This form shall be binding for any events that the undersigned group participates in for the year of 2021.

The undersigned agrees that they have the authority to sign on behalf of all individuals participating in activities at Valley Haven Camp and Retreat Center. The undersigned agrees that if additional individual waivers need to be obtained, they or their organization will secure such waivers on their behalf. The undersigned and all individuals participating in activities at Valley Haven Camp and Retreat Center shall be subject to the policies and procedures of Valley Haven Camp and Retreat Center in order to maintain the utmost safety for the participant.

The undersigned acknowledge and understand the following:

COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. Parson of the Hills Christian Outreach d/b/a Valley Haven Camp and Retreat Center has put in place preventative measures to reduce the spread of COVID-19; however, Parson of the Hills Christian Outreach cannot guarantee that you will not become infected with COVID-19. Further, participation could increase your risk of contracting COVID-19.

In consideration of me and/or my group/organization’s participation, I (We) acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that I (We) may be exposed to or infected by COVID-19 by participation; and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I (We) understand that the risk of becoming exposed to or infected by COVID-19 at Valley Haven Camp and Retreat Center may result from the actions, omissions, or negligence of themselves and others, including, but not limited to, Valley Haven Camp and Retreat Center’s employees, volunteers, and program participants and their families.

I (We) voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I (We) may experience or incur in connection with our participation at Valley Haven Camp and Retreat Center. I (We) hereby release, covenant not to sue, discharge, and hold harmless Parson of the Hills Christian Outreach d/b/a Valley Haven Camp and Retreat Center, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of Valley Haven Camp and Retreat Center, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation at Valley Haven Camp and Retreat Center.

I (We) represent that I (We) have adequate insurance to cover any injury or illness I (We) may suffer or cause while participating in this activity, or else I (We) agree to bear the costs of such injury or illness. I (We) further represent that I have no medical or physical condition which could interfere with my safety in this activity, or else I am willing to assume – and bear the costs of – all risks that may be created, directly or indirectly, by any such condition.

I (We) agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect. By signing this document, I (We) agree that if I (We) are exposed or infected by COVID-19 during my participation in this activity, then I (We) may be found by a court of law to have waived my right to maintain a lawsuit against the parties being released on the basis of any claim for negligence.

In consideration of me and/or my group/organization’s participation, I (We) have and do hereby assume all of the risks of my and/or my group/organization’s participation in all activities. I (We) shall hold Parson of the Hills Christian Outreach, d/b/a Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates harmless from any and all liability, actions, causes of actions, claims,

and demands and expenses (including reasonable attorney's fees) of every kind and nature whatsoever whether for bodily injury, property damage or loss or otherwise, which I (We) and/or all participants associated with our organization and represented by the undersigned as outlined above now have or may arise from or in connection with participation in Valley Haven Camp and Retreat Center's programs and activities.

In consideration of me and/or my group/organization's participation in all Valley Haven Camp and Retreat Center activities, I (We) hereby release, waive and discharge Parson of the Hills Christian Outreach, d/b/a Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates from and against any and all claims or liability for injury or events resulting in bodily injury or death to me and/or my group/organization, and whether caused by the negligence of Valley Haven Camp and Retreat Center, its employees, agents, directors, officers, Board of Directors and board members, and affiliates, or otherwise. This release is specifically intended to be binding upon my heirs, personal representatives and next of kin.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Group Name

\_\_\_\_\_  
Date

*Valley Haven Camp and Retreat Center Indemnification and Release Form – Updated 11/16/2020*



## Rules and Policies Forms

**Group Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### Rules:

We hope that you enjoy your stay at Valley Haven Retreat Center! Please read the following guidelines and policies, initial next to each line and sign below.

- \_\_\_\_\_ All cabins **MUST** have at least 1 adult (21 or older) present *in that cabin* for the entirety of each night.
- \_\_\_\_\_ No food, drink or gum is allowed in the Lodge Chapel.
- \_\_\_\_\_ No fireworks.
- \_\_\_\_\_ Any damages *must* be reported to our staff before departure.
- \_\_\_\_\_ Water balloons by permission only.
- \_\_\_\_\_ All areas used (inside/outside) **MUST** be cleaned before departure (cleaning supp. located in each building).
- \_\_\_\_\_ No furniture should be moved (beds, mattresses, chairs, tables) unless granted special permission from staff.
- \_\_\_\_\_ Alcoholic beverages are not permitted on property. This includes the pool area.
- \_\_\_\_\_ No smoking indoors.
- \_\_\_\_\_ No running or diving at pool. Keep food on upper deck. Return all equipment to its proper place as you exit.
- \_\_\_\_\_ Do not discharge fire extinguishers except for emergencies.
- \_\_\_\_\_ No firearms are permitted on the property.
- \_\_\_\_\_ Groups may check in as early as 2pm and Check out is at 12pm.

### Lifeguards:

- \_\_\_\_\_ Please note that **YOUR GROUP** is responsible for providing your own lifeguards for the swimming pool and pond. We require a minimum of 2 lifeguards/chaperones, but recommend at least 3.

### Provided by Valley Haven:

- \_\_\_\_\_ Valley Haven provides the following items for your convenience:  
Garbage bags, Toilet paper, Paper towels for bathrooms, Cleaning supplies, Hand soaps, Ice  
Kitchen is fully stocked with pots and pans and other supplies to prepare meals including:  
Commercial Refrigerator, Freezer, Microwaves, Commercial Stove and Oven with Griddle,  
Convection Oven

### Items You Should Bring:

- \_\_\_\_\_ All food you plan to serve, Paper cups and plates, Plastic eating utensils, Napkins, Paper towels, Aluminum foil, Bed linens or sleeping bags, Towels, Toiletries,
- \_\_\_\_\_ Gas for grill or you may rent a propane tank for \$10

### Cleaning:

- \_\_\_\_\_ We ask that you please leave the retreat areas how you found them. We will provide a list of cleaning instructions upon arrival.

### Responsibilities:

Having been advised of the above policies and the check-out procedures list, I take full responsibility to make sure these policies are carried out for any activities and events that our group participates in for 2021. I understand that the deposit will go to the total cost of our stay at Valley Haven. My church or group will be billed for repairs or loss if damage or loss of property is found.

Signature of Group Leader: \_\_\_\_\_ Date: \_\_\_\_\_



## Covid-19 Policies and Procedures

**Please read and initial the following:**

### **Health Screening:**

- Prior to arriving at Valley Haven, each adult and child should complete the Valley Haven Covid-19 Screening Sheet. Guests that do not pass the screening test should not attend camp.
- Upon arrival, group leaders will need to take and record the temperature of each guest. Valley Haven will provide an official temperature screening sheet and two forehead thermometers for your group. \*It is recommended that groups wait 10 minutes after arrival before taking temperatures to allow children to cool off from crowded bus/van/car rides.
- Temperatures should be taken each morning and recorded on the official temperature screening sheet. Temperature sheets will need to be reviewed by Valley Haven staff periodically and should be accessible. One copy of the temperature screen sheet needs to be left after your group checks out.

### **Quarantining:**

- The bedroom in the back of the chapel will be used as a quarantine space. This room should be not be used for sleeping by guests so that it is accessible for quarantine purposes if needed.
- Any guest who registers a temperature of 100.4° should be immediately taken to the quarantine room. Children should be accompanied by an adult who maintains proper social distancing. In this event, the guest with the fever should arrange for transport home separate from others in the group.
- If a guest registers a temperature of 100.4°, the group should immediately notify the Valley Haven Camp Director, and the entire group must depart the premises within 3 hours.
- If a group must depart early, they are excused from most cleaning duties. Place all trash in trash bags and place the bags in the trailer outside the lodge. Groups should collect their belongings and depart as soon as possible.

### **Group Size and Social Distancing:**

- We will be operating at 50% capacity in accordance with NC Executive Orders for Overnight Camps. Groups staying overnight at Valley Haven may not exceed 45 persons in the buildings at any point.
- Groups should spread out to utilize all cabins to allow for better social distancing. Bunks should remain distanced so that each child can sleep approximately 6 feet apart from one another. Only one child allowed per mattress.

### **Pool Area:**

- At this time, we have not made a decision regarding whether the pool will be open for 2021. We will be monitoring NC regulations for Overnight Camps between now and May, 2021 to make this best decision. In the event that the pool is closed, groups should not play inside the pool area. Creek-walks will be available.

### **Refunds:**

- Groups will not be charged for unused days in the event that they have to depart early due to COVID related emergencies.

### **Cleaning:**

- Per the requirements of the NCDHHS, it is required that routine cleaning of high touch areas must be performed daily. Valley Haven will provide an EPA approved cleaning solution. Groups must wipe down doorknobs, rails, faucet handles, etc. at least once per day. Valley Haven staff will provide a comprehensive cleaning of the entire retreat center before and after each group.
- Guests should frequently wash their hands throughout their stay. Please notify our staff immediately if soap or sanitizer is running low.

Group Name \_\_\_\_\_ Leader Name \_\_\_\_\_

Leader Signature \_\_\_\_\_ Date \_\_\_\_\_



## Pre-Camp Health Screening

Dear Valley Haven Guests,

We are so grateful that you have chosen to come to Valley Haven this summer! We pray that your time at camp encourages and strengthens you in the Gospel and in your relationship with Jesus Christ. Each of our guests is extremely important to us and we take the responsibility of caring for all of our campers very seriously. In light of the recent health situation regarding COVID-19 and in an effort to be wise stewards of the Gospel resources the Lord has entrusted to us, we are having all guests fill out the following “Pre-Camp Health Screening” form so that we can ensure that we are providing a safe and healthy environment for all of our guests.

**Each guest MUST turn in a signed copy of this form to Valley Haven staff upon arrival. Adults 18 years and older may fill out their own form. Forms for guests under 18 years of age must be filled out by a parent or legal guardian.** Out of a desire to exercise wisdom and good stewardship, Valley Haven Camp and Retreat Center will require guests who do not turn in a completed, signed copy of this form upon arrival to return home until they are able to provide one.

Please provide answers to the following questions for **each** person in your family coming to camp.

**Guest Name:** \_\_\_\_\_

**1. Please indicate if the guest has had any of the following symptoms in the 14 days prior to arrival at camp:**

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Nausea or vomiting
- New loss of taste or smell

**2. If you checked any of the above boxes, please answer the following question:**

Has the guest been examined by a licensed medical professional **AND** been cleared by that professional that they do NOT have COVID-19 **AND** been symptom and fever free (without using fever reducing medicine) for at least 72 hours prior to arrival at camp?

- Yes
- No

**\*If you checked “No,” please do not send your camper to Valley Haven yet. Please wait until you can check “Yes” before coming or sending this guest to camp.**

**3. Has the guest been around anyone with any of the symptoms listed above or diagnosis of COVID19 in the 14 days prior to arrival at camp?**

- Yes
- No

**\*If you checked “Yes,” please do not send your camper to Valley Haven yet. Please wait until you can either:**

- Check “No” for Question 3 **AND** the guest is symptom free for 14 days **OR**
- Check “No” for Question 3 **AND** check “Yes” for Question 2.

Signature \_\_\_\_\_ Relationship to Guest: \_\_\_\_\_ Date \_\_\_\_\_