

Workcamp Reservation Contract for 2017

Updated October 2015

Group Name: _____

Address: _____

Phone: _____

Fax: _____

City/ST/ZIP: _____

Group Leader: _____

Leader Email _____

Leader Phone: _____

Leader Cell: _____

Workcamp Dates: _____

Week # _____

Greenbrier County

to _____

Volunteers : _____

Workcamp Fees: New Group: \$225 Returning Group \$200 Collegiate Challenge \$200 Other \$ _____

Contract Total Amount Due	Deposit (Due with Contract)	Balance (Total less Deposit)
# Volunteers _____ X Rate \$ _____ = \$ _____	# Volunteers _____ X \$15 = \$ _____	\$ _____

1. The fee for all groups who have not worked with Almost Heaven Habitat for Humanity in the last calendar year is \$225 per person. The fee for returning groups is \$200 per person. A non-refundable reservation deposit of \$15 per person is required from all groups, excluding Collegiate Challenge participants in order to book your Workcamp. The remainder of the fee is due no later than 30 days prior to arrival. *We offer a reduced fee of \$200.00 per person to Collegiate Challenge participants that register directly with Habitat for Humanity International for Workcamps during the months of February – April (Spring Break) These Collegiate Challenge participants are not required to send in a deposit, but do need to complete the Reservation Contract. Those groups choosing to register for that time period, but directly with Almost Heaven Habitat for Humanity and not through the HFH Collegiate Challenge program WILL be required to pay the \$15 per person deposit fee to guarantee their space during Spring Break.*
2. *The number of spaces reserved at the time of booking is the minimum number of Workcamp fees expected.* For example, if a reservation is made for 15 people, a commitment to contribute \$2625.00 is required for a new group. If your group size decreases to 10 you are still expected to make the full financial commitment. Please do not reserve for more people that you can pay for. All **increases** in numbers must be cleared with the affiliate **at least one month prior** to the Workcamp.
3. When we receive your signed Contract and deposit (if applicable), you will be notified that your reservation is confirmed.
4. **All Workcamp fees are due 30 days prior to your arrival. (Collegiate Challenge funds are due 45 days prior to arrival.)**
5. **Cancellations** – No deposits or fees can be returned since they are spent immediately to prepare for your arrival. Cancellations made 90 days prior to your group's arrival will be issued a credit toward a future Workcamp at our affiliate, which must be used within one year of the date of the original reservation. Credits will only be issued for group cancellations, not to individuals canceling with a participating group. No refunds or credits will be issued for individuals cancellations.

I affirm that I am authorized by our Workcamp group to sign this contract, which I have read and understand. I agree with the terms of the Workcamp Reservation Contract and upon receipt of this completed and signed Contract and the applicable deposit, I understand I will be notified by the affiliate confirming our group's reservation. **By signing this document I realize that I am committing my group to paying our Workcamp Fees in full, regardless of how many volunteers my group does or does not send to Almost Heaven.** I also understand that our Workcamp group is in no way guaranteed or confirmed a Workcamp reservation until Almost Heaven is in receipt of our signed Workcamp Reservation Contract and deposit.

Signature of participating/coordinating Workcamp Leader

Date

Signature of Almost Heaven Habitat for Humanity Staff

Date

Almost Heaven Habitat for Humanity
104 Taylor Lane
Ronceverte, WV 24901
Fax: (304) 645-5505