



Facility Use Policy

Facility Purpose Statement

Camp Jacob's facilities were provided by God's benevolence and are consecrated to His glory (Col. 3:17). Therefore, Camp Jacob's facilities are to be used exclusively to glorify God. Although the facilities are not generally open to the public, Camp Jacob makes its facilities available to approved employees and outside groups on a case-by-case basis as a witness to its faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

Camp Jacob's facilities may not be used for activities that contradict, or are inconsistent with Camp Jacob's beliefs, as summarized in Camp Jacob's statement of faith. This restricted facility use policy is necessary for two reasons. First, Camp Jacob may not in good conscience materially cooperate in activities or promote beliefs contrary to its faith (2 Cor. 6:14; 1 Thess. 5:22). Second, Camp Jacob must present a consistent public witness to the community through its stewardship of its property. Allowing facilities to be used by those who express beliefs or engage in practices contrary to Camp Jacob's faith would have a severe, negative impact on the message Camp Jacob strives to promote and could cause confusion and scandal to employees and the community. Therefore, only events consistent with Camp Jacob's religious beliefs, as determined by the Executive Director, shall be permitted.

Approved Users

The Executive Director or designee must approve all Camp Jacob facility use requests. Priority shall be given to Camp Jacob employees and Camp Jacob-sponsored groups or activities.

In Camp Jacob's sole discretion, Camp Jacob facilities may be made available to employees or outside groups (the "User") meeting the following qualifications:

1. The User must affirm that the planned facility use does not violate Camp Jacob's statement of faith.
2. The User must submit a signed "Camp Jacob Facility Reservation Request and Agreement" form.
3. The User must agree to abide by Camp Jacob's rules of conduct for facility use, as stated below and as described in any additional instructions by Camp Jacob staff.
4. The User must take responsibility for the facilities and equipment used.

Event Requests and Scheduling

Facility use requests shall be made to the Executive Director or designee, by submitting the "Camp Jacob Facility Reservation Request and Agreement" form. The event will be reserved and placed on the Camp Jacob's calendar only when the Executive Director or designee approves the use.

Fees

Use of Camp Jacob facilities is subject to a security deposit of \$_____ and a nonrefundable maintenance fee of \$_____, which may be waived in the Executive Director or designee's sole discretion. Camp Jacob employees are exempt from this fee because they contribute to the overall maintenance of the facilities.

Facility Use Guidelines

1. Users may only enter and use those areas of the facilities that have been reserved.
2. Food and Beverages: [e.g., not allowed, not allowed without lid, restricted to certain areas, etc.]
3. Alcohol: no alcohol may be brought, served, or consumed on Camp Jacob property
4. Smoking or any tobacco use is prohibited in any Camp Jacob facility or grounds.
5. Sex-specific changing areas, restrooms, and showers are to be used by members of the designated biological sex only.
6. Camp Jacob equipment must be returned to original placement, unless arranged otherwise prior to the event.
7. All lights must be turned off and doors locked upon departure.
8. Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited on Camp Jacob premises. Any person exhibiting such behavior will be required to leave the premises.

Insurance

For all non-Camp Jacob-sponsored events, the User must obtain liability insurance coverage in the amount of \$_____, naming Camp Jacob as an additional insured. The User must also sign a "Facility Use and an Indemnity and Hold Harmless Agreement."



Camp Jacob Facility Reservation Request and Agreement

Name: _____

Address: _____

Phone Number: _____

Email: _____

Website: _____

Please state whether you are an:

- Employee Camp Jacob-Sponsored Ministry Outside Group/Organization

For outside groups/organizations, please state the organization's purpose and mission:

Requested date(s) and time(s): _____

Describe the proposed event/activity: _____

Estimated number of attendees: _____

Facilities needed (check all that apply):

- Dining Hall Cabins (#____) Kitchen Lodge Lake Pavilion

Equipment, room set-up, or A/V needs: _____

