

## **NOTES FOR ORGANISERS OF GROUPS USING THE RETREAT FACILITY.**

### **Allocation of Sites:**

**All persons staying at the facility must be registered as required by the law governing caravan parks.**

- Sites for casual campers must be allocated, and names registered accordingly.
- Tents are not to be set up without a site being allocated.
- More than one tent may be erected on a site if so desired.

A sheet showing available sites for allocation is attached. These sites only to be used, tents must not be set up elsewhere.

### **Amenities Blocks:**

Unless prior arrangement is made, only the amenities block in the front section of the Camp will have hot water available.

There is no hot water for the washing machines, although a cold water wash may be carried out.

The hot water service to the rear amenities block would not be turned on unless the expected number attending was 50 persons or more.

**Those attending are to assist in cleaning the amenities blocks daily.**

- The caretaker, Paul Rogers, will oversee the cleaning duty, please arrange time & details with him.
- It is the organiser's responsibility to see that the facility is left clean & tidy, and all waste bins emptied & put away. Please consult with the caretaker.

### **Kitchen Facility, Gazebo, Refrigerators, Ensuite and Pastors lounge:**

- These areas must be left clean, tidy and the refrigerator emptied.
- Prior approval to use the ensuite room and Pastor's Lounge must be obtained before the camp.
- BBQ's are available and must be cleaned after usage. Empty gas bottles are to be filled.
- Please report all breakages or damage to the camp administrator.

### **Fees :**

Refer to the fees schedule below, but note the follow.

Some of those attending may have their own unit on site, or in the case of young people, may be staying in their parents unit, if so these campers do not pay a camp usage fees. (This refers to the unit owner or members of their immediate family living at home with them).

If the unit owner makes their unit available to others, those guests should pay the unit owner the applicable camp usage fee. However, if the unit owner or the temporary user of the unit has others staying on site with them, payment as per the fee sheet is required to the camp administrator.

Fees for the purchase of food, special activities etc may be levied by the camp organiser to defray the costs of these purchases.

## Fee structure applicable to organised groups using the facility in non camp times

**Schedule 1.** Applicable to unit owner, or immediate family members living at home with unit owner and staying in their own unit.

**No Charge**

**Schedule 2.** Applicable when the unit owner makes their unit available to another assembly family to stay in the unit

**No Charge to the Unit Owner,**  
however the unit owner may charge the unit user a fee.  
Typically this would be \$20 per night per family,  
plus \$6 for each other non family member of the user.

**Schedule 3.** Applicable to campers providing their own accommodation on a powered site.

A family, all members living at home with the applicant. **\$20** per night  
Concession **\$14** per night  
An individual, no family attachments or encumbrances. **\$15** per night  
Concession **\$10** per night

**Schedule 4.** Applicable to campers providing their own accommodation on an un-powered site..

A family, all members living at home with the applicant. **\$15** per night  
Concession **\$10** per night  
An individual, no family attachments or encumbrances. **\$11** per night  
Concession **\$7** per night

### **Applicable to all Schedules 1- 4 :**

For **each person** not being an immediate family member of the applicant and staying in unit or on the site, an additional person fee is levied.

Typically **\$6** per person per night on a powered site

Concession rate applicable to: Pension & Health card holders, Students & Unemployed.

**Cheques or Money Orders to be made payable to: R.C.I. Melbourne.**

And together with the registration sheets, handed to the camp administrator, Dennis Kay, for banking.

These fees are payable to the Retreat for use of the facility and do not include any extra payments which may be required by the group using the facility

<b>Rate for FAMILIES</b> (couples or parents and their children living at home with them)			
<b><u>Powered Site</u></b>		<b>Wage Earner</b>	<b>Concession</b>
Night Rate	per night	\$20.00	\$14.00
Additional Persons <i>(non immediate family members on your site)</i>	per person per night	\$6.00	\$4.00
Children under 5 years of age	No charge		
<b><u>Un-Powered Site</u></b>		<b>Wage Earner</b>	<b>Concession</b>
Night Rate	per night	\$15.00	\$10.00
Additional Persons <i>(non immediate family members on your site)</i>	per person per night	\$5.00	\$3.00
Children under 5 years of age	No charge		
<b><u>Rate for INDIVIDUALS or GROUPS (that are not families)</u></b>			
<b>(NOTE: where there is a wage earner in the group, that person must be the applicant)</b>			
<b><u>Powered Site</u></b>		<b>Wage Earner</b>	<b>Concession</b>
<b>Applicable to applicant only</b>	per night	\$15.00	\$10.00
Plus any additional persons on site	per night	\$6.00	\$4.00
<b><u>Un-Powered Site</u></b>		<b>Wage Earner</b>	<b>Concession</b>
<b>Applicable to applicant only</b>	per night	\$11.00	\$7.00
Plus any additional persons on site	per night	\$5.00	\$3.00
<b><u>By prior arrangement</u></b>			
Ensuite per night \$40 – no concessions			
Assembly Caravan \$35 per night – no concessions			

**Sites available for organised groups using the facility in non camp times**

In accordance with the regulations governing caravan parks, all in residence must be registered & sites allocated accordingly. (Registration sheet attached)

**The following powered sites are available**

R.C.I. Freshwater Creek Camp

Site Numbers: Power available

7 8 9 10 17 23 25 29 39 40 45 46 49 50 86 103 105 109 116 118 119 121 127  
129 135 136

**The following un-powered sites are available**

T 1 T2 T3 T4 T5 T6 T7 T8 T9 T10

# NOTICE

## Registration of presence at the camp.

**All members who stay overnight at the camp must register in accordance with the "Residential Tenancies (Caravan Parks & Moveable Dwellings Registrations & standards ) Regulations 1999"**

*A caravan park owner must ensure that a register is maintained specifying-*

- a) *the name and address of each resident and occupier: and*
- b) *the arrival and departure date of each resident and occupier: and*
- c) *the site and vehicle registration numbers in respect of each resident and occupier.*

Further to this, all members visiting the camp for the day, (not staying overnight) must also register their presence, this is for our own security reasons.

**In the past a number of members have ignored these Requirements, We expect all members to give due diligence to requirements & regulations when on Church property.**

Note that failure to comply with Government and, or, Council regulations can lead to a fine, or even deregistration as a Caravan Park, which would mean closure of the facility.

We trust that all members will take a responsible attitude toward this matter in the future.



