

# Application for Permit to Use GAMEHAVEN SCOUT RESERVATION Facilities

**GAMEHAVEN COUNCIL  
BOY SCOUTS OF AMERICA**  
1124 11-1/2 Street SE  
Rochester, MN 55904  
Tel: 507-287-1410  
Fax: 507-287-1413

Submit all copies to Gamehaven Council Service Center.  
Applications should be received 7 days in advance of use.  
No applications accepted by phone.  
Fees must accompany this application.

See camp usage rules and regulations on reverse of user's copy (yellow).

**NO CARBON NEEDED - TYPE OR  
PRINT WITH BALLPOINT PEN**

Non-Scout groups must sign a "Hold Harmless" agreement and provide a copy of "Certification of Insurance."

Unit & No. or Name of Out of Council Scouts/Non-Scout Organization  
\_\_\_\_\_

Town \_\_\_\_\_

Hereby makes application for a permit to use camp facilities as listed below:

From: Time \_\_\_\_\_ Date \_\_\_\_\_

To: Time \_\_\_\_\_ Date \_\_\_\_\_

Type of Event \_\_\_\_\_

No. of Youth \_\_\_\_\_ No. of Adults \_\_\_\_\_

Mr./Mrs. \_\_\_\_\_ who is an adult leader at least 21 years of age will accompany the group and remain for the entire period. He/she will see that youth are properly equipped and conduct a satisfactory outdoor program. We have read and understand the "Rules and Policies Governing the Use of Council Camp Facilities" and agree to abide by them and familiarize our youth with them. We agree to assume financial responsibility for any repair, replacement, or clean-up required as a result of our use of camp facilities. We also will be responsible to have a minimum of 2 adults leaders in camp at all times.

**I understand the terms and conditions of this rental agreement and that I am liable for any damages that might occur during our visit.**

Signed \_\_\_\_\_ Day Phone/Night Phone \_\_\_\_\_

Address \_\_\_\_\_ City & State \_\_\_\_\_ Zip Code \_\_\_\_\_

**FACILITIES REQUESTED - See reverse side for facilities available and fees to be paid.**

Buildings \_\_\_\_\_ Fee \$ \_\_\_\_\_

Grounds \_\_\_\_\_ Fee \$ \_\_\_\_\_

Equipment \_\_\_\_\_ Fee \$ \_\_\_\_\_

Circle one Payment enclosed or take from unit account

**FOR OFFICE USE ONLY**

Received	Permit Issued	Fees Paid	Receipt #
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Notes from Reservation Director:

**NOTICE: IF UNABLE TO KEEP RESERVATION OR GOING TO BE LATE FROM LISTED TIMES, CONTACT THE CAMP MANAGER WITHIN 24 HOURS. FAILURE TO DO SO COULD RESULT IN AN ADDITIONAL FEE.**

**GAMEHAVEN SCOUT RESERVATION (507) 287-1516**

**COUNCIL OFFICE COPY**

**RESERVATIONS** – All reservations are completed at the Gamehaven Scout Office at Rochester, MN.

Questions about reservations – call the office at 507-287-1410 or 800-524-3907 if outside Rochester.

The Camp Manager may be reached at 507-287-1516 or 507-287-1517

**RENTAL BASIS**- Most facilities are rented on a per day basis. Unless otherwise indicated, this is the minimum charge. For overnight camping check in is 1:00 PM and check out is 11:00 am. All campers must be accompanied by at least two adult's 21 years of age or older.

**ACTIVITY SHELTERS**- The State Fire Marshall has determined the sleeping capacity of the shelters is 20 people and requires all cooking to be done outside of buildings. Shelters include heat, electricity, mattresses, and cleaning equipment. All trash must be placed in the dumpster located by the manager's maintenance building.

**SCOUT GROUPS**- Include Cub Scout Packs, Boy Scout Troops, Venture Crews, and Explorer Posts of Gamehaven Council.

**SERVICE PROJECTS**- "A Scout is Helpful". We strongly encourage Scouts to participate in service projects at camp. Please call or check with the Camp Manager for projects you can help with while at camp.

**FACILITIES RENTAL**

\*\$15 cleaning deposit will be refunded upon leaving facility clean.

Shelter Per 2 Nights (Weekends)	Gamehaven Scouts	Out of Council Scouts, Non scout groups
Activity Shelter #1	\$75.00*	\$85.00*
Activity Shelter #2,3	\$80.00*	\$90.00*
<b>Shelter Per 1 Night</b>		
Activity Shelter #1	\$50.00*	\$70.00*
Activity Shelter #2,3	\$55.00*	\$75.00*
<b>Shelters Per Day</b> (Rental from 8:00 AM- 6:00 PM) (No overnight)		
Activity Shelter #1	\$20.00*	\$45.00*
Activity Shelter #2,3	\$25.00*	\$50.00*
<b>Campsites Per Night</b>		
Campsites	\$10.00 each site*	\$30.00 each site*
Campsites with tents	\$20.00 each site*	\$40.00 each site*
<b>Gamehaven Pool</b>		
Pool (Includes Lifeguard)	\$50.00/hour*	\$90.00/hour* - \$50.00 for each additional hour
Extra lifeguard	\$20.00/hour*	\$35.00/hour*
Please contact Camp Manager for more information about pool rental.		

**RESERVATION GROUNDS RENTAL**

Fire ring	\$10.00 - includes firewood	\$25.00 - includes firewood
Nature Trails	No Charge	\$25.00 per day
Picnic Area	No Charge	\$25.00 per day

**EQUIPMENT RENTAL**

<b>Watercraft</b>		
Canoe (Includes 2 paddles/2 life jackets)	\$8.00 per day	\$15.00 per day
Canoe (Without paddles and life jackets)	\$6.00 per day	\$12.00 per day
Row boat (Includes 2 oars and 3 life jackets)	\$10.00 per day	\$15.00 per day
Row Boat (Without life jackets)	\$8.00 per day	\$12.00 per day
Canoe trailer (Holds 6 canoes) Please provide ball size for your vehicle	\$10.00 per day	\$20.00 per day
Other program equipment may be available for rental. Please contact the Camp Manager for assistance.		

**USERS OF GAMEHAVEN SCOUT RESERVATION CAMP SITES MUST PROVIDE THEIR OWN FIRST AID KIT.**

**All injuries must be reported to the Camp Manager**

## RULES AND POLICIES GOVERNING USE OF GAMEHAVEN SCOUT RESERVATION

**PERMIT REQUIRED**-Those desiring to use the Gamehaven Scout Reservation (Property, Building, Equipment) of the Gamehaven Council must secure an approved permit for use. The permit must be presented to the Camp Manager upon arrival at camp. No group will be allowed to remain on Council property without a permit.

**APPLICATION FOR PERMIT**-Those desiring a permit to use Gamehaven Scout Reservation must make application to the Council Service Center on this Form: Application for Permit to Use Gamehaven Scout Reservation. No phone reservations are accepted. Applications should be received at least 7 days in advance of the date of requested use. All fees must be paid in full with the application.

**ISSUE OF PERMIT**-All permits to use Gamehaven Scout Reservation are issued on a first come, first served basis as applications and fees are received at the Council Service Center. Gamehaven Council on behalf of the Council Properties Committee makes approval of applications for permits. When approved, a "Permit To Use Gamehaven Scout Reservation" is issued.

**FEES FOR SCOUT GROUPS AND NON-SCOUT GROUPS**-Separate fees for use of Gamehaven Scout Reservation are charged to Scout groups and out of council Scouts/non-Scout groups. A Scout group is considered to be any chartered unit (pack, troop, post or crew) currently registered with the Gamehaven Council. All other groups must pay the fee for non-Scout groups. No exceptions will be made to this regulation. Established fees are not negotiable.

**DISTRICT & COUNCIL EVENTS**-There is no charge for the use of council camp facilities for district or council events such as meetings and training courses. An application for a permit must still be filled out and approved by Gamehaven Council. Scouting units using camp equipment or buildings at such events must still pay a fee for their use.

**SEASONAL LIMITATIONS**-During summer months, the availability of camp facilities is limited and use must be planned so as to not interfere with the needs of council summer programs in progress. Use of facilities may also be limited during other times when council or district events are happening.

**REFUND POLICY**-Any fees paid for use of camp facilities are not refundable. They are transferable to another date only if notice of cancellation is received at the Council Service Center prior to 72 hours of the time that the group is to arrive at camp.

**CHECK-IN AND CHECK-OUT** - All camp users must check in with the Camp Manager upon arrival and present an approved permit. Before leaving, camp users must check out with the Camp Manager. The Camp Manager will make an inspection of the facilities used before approving departure. Those failing to check-out with the Camp Manager will be assessed a \$10 fee.

**DAMAGE TO FACILITIES AND CHARGES**-Campsites, buildings, and equipment used will be inspected by the leader and the Camp Manager at check-in and check-out. The user must pay the cost of any damages determined at check-out. For damages that can be repaired, the price of repairs will be billed to the user. For damages that cannot be repaired, the cost of replacement will be billed to the user. If facilities require cleaning a clean-up charge of \$15 per hour will be billed to the user. Minimum cleanup charge is \$15.

**DENIAL OF COUNCIL CAMP FACILITIES USE**-The Gamehaven Council reserves the right to cancel permits or to deny permits to groups whose conduct has been such to indicate their use of camp facilities is not in the best interest of Scouting. This includes groups with unpaid debts for past camp usage.

**ADULT LEADERSHIP**-All groups using camp properties must be under the supervision of at least two adults 21 years of age or older at all times.

**MOTOR VEHICLES**- All motor vehicles are to be parked in designated parking areas only and are to remain there.

**GOOD TURN PROJECTS**-Leaving the camp in better condition than it was when you arrived is the mark of a good camper. All groups are encouraged to do a camp Good Turn Project while at camp. Ask the Camp Manager for possible project ideas and get his permission before starting any project.

**TENT DITCHING**-Absolutely no ditches are to be dug around tents. Proper pitching avoids ditching.

**SMOKING POLICY** - National Boy Scouts of America SMOKE-FREE Policy states: The use of tobacco products is prohibited in any form on Scout owned property or at official Scout activities.

**TRASH**-Trash, garbage, tin cans, etc. are to be placed in plastic trash bags. Filled bags are to be deposited in the area designated by the Camp Manager. Do not bury refuse. Remind all members not to litter.

**WOOD**-Do not cut down any trees unless the Camp Manager has given permission to do. Use downed and dead wood for fires. A good camper always leaves a supply of firewood for the next camper. \$2.00 per foot charge for cutting down live trees, i.e., 10 foot tree = \$20.00.

**FIRES**-Build fires only in designated fireplaces. Do not dig holes for fires. Never leave fires unattended. Use water to extinguish fires and make sure they are dead out before leaving.

**FIRE SAFETY**-No open flames are allowed in tents, use only flashlights or battery lanterns. Do not build fires near tents or sleeping bags. Do not use liquid fuels to start fires.

**LIQUID FUELS**-All liquid fuels present a potential fire hazard. Liquid fuels and their use in lanterns, camp stoves, etc. is permitted only under adult supervision. Fuel should be locked in storage under adult control. Lanterns and camp stoves, which use liquid fuels, are not allowed in buildings or tents.

**PETS**-Pets are not allowed on council properties. Violators will be asked to remove pets. (Visual Aid Animals excluded.)

**HUNTING**-Hunting of any kind is not allowed on camp properties because it presents a safety hazard both to camp users and facilities. Violators will be asked to leave.

**ALCOHOLIC BEVERAGES**-Alcoholic beverages are not allowed on council properties. Violators will be asked to leave.

**FIREWORKS**-Fireworks are not allowed on council properties. Violators will be asked to leave.

**ARCHERY AND AIR RIFLES**-The use of archery equipment, .22 cal rifles and air rifles (BB guns) are not permitted on camp properties except during Council Operated Camping Sessions. Shooting Sports programs are administered at Summer Camps only.

**FIREARMS**-Firearms are not allowed at Gamehaven Scout Reservation.

**FISHING**-Fishing is permitted at the Gamehaven Lake. All fishing must be done in accordance with current regulations of the State of Minnesota. Those 16 years of age or older must possess a current State Fishing License. Access to the lake is by using the path next to the inlet stream or public access on the north side of camp property.

**CANOE RENTAL**-Canoes and related equipment are available for rent. Scout groups should check to see if Local Tour Permits or National Tour Permits are needed for trips. Trailers are also available for rent. Motorboats, kayaks, and sailboats are not available for rent.

**CANOEING & BOATING SAFETY**-All use of canoes and rowboats at Scout events is limited to daylight hours only and must be done under the supervision of an adult at least 21 years of age, who has earned "Safety Afloat". This person's name and qualifications is to be listed on the permit application. No more than 3 persons to be in a canoe or boat and all persons must wear life jackets. All persons should be swimmers (able to swim 100 yards). Please reference your Guide to Safe Scouting, page 8.

**SWIMMING FACILITIES USE & SAFETY**-The swimming pool at Gamehaven Scout Reservation is available for group swimming. The use of the facilities must be done under the supervision of an adult at least 21 years of age. The provisions of the BSA Safe Swim Defense Plan are to be followed. Please reference your Guide to Safe Scouting, page 5. (Lifeguards are not provided) Users must provide their own qualified Lifeguards.

**INJURY**-The Camp Manager must be notified and an injury report filled out immediately if treatment by a physician in a medical facility is required.

Forms and contact numbers are posted at Manager's quarters.

**Current BSA policies listed in "Guide to Safe Scouting" will supersede safety requirements listed on this form.**

CAMP MANAGER'S REPORT ON USE OF COUNCIL CAMP FACILITIES

To be completed by the Camp Manager and returned to the Council Service Center within 7 days of the date of camp use. Report on the group's use of the facilities indicated on the reverse side of this sheet. Complete all information.

Unit & No. or Name of Out of Council/Non-Scout Group \_\_\_\_\_

Arrival Check-In: Time \_\_\_\_\_ Date \_\_\_\_\_

Departure Check-Out: Time \_\_\_\_\_ Date \_\_\_\_\_

Name of Key Adult Leader \_\_\_\_\_

Attendance: Scout Group: Cubs \_\_\_\_\_ Webelos \_\_\_\_\_ Scouts \_\_\_\_\_ Venture \_\_\_\_\_ Adults \_\_\_\_\_

Out of Council/Non-Scout Group: Boys \_\_\_\_\_ Girls \_\_\_\_\_ Adults \_\_\_\_\_

	Yes	No		Yes	No
Check-In on arrival	_____	_____	Trash in plastic bags & placed in dumpster	_____	_____
Permit presented	_____	_____	Facilities grounds cleaned	_____	_____
Adult always in charge	_____	_____	Stoves & fireplaces clean	_____	_____
Cars properly parked in Parking Lot	_____	_____	Cots & mattresses stacked	_____	_____
Trees & Facilities unmarked	_____	_____	Rented equipment returned in good condition	_____	_____
Proper fire safety, all fires out, wood left	_____	_____	Windows closed & Locked heat & lights turned-off	_____	_____
Proper use & storage of liquid fuels	_____	_____	Owed additional fees paid	_____	_____
Follow Camp Rules & Policies	_____	_____	Check-out on departure	_____	_____

Service project completed \_\_\_\_\_

Additional rental fees charged for use of buildings, grounds, equipment:

Items used \_\_\_\_\_

Cost owed \_\_\_\_\_

Charges for repairs, replacements, cleanup, failure to properly check-out:

Items \_\_\_\_\_

Costs owed \_\_\_\_\_

Total money owed \_\_\_\_\_ Collection by Manager \_\_\_\_\_ To be billed \_\_\_\_\_

Signed by Camp Manager \_\_\_\_\_ and Adult Leader \_\_\_\_\_

Ranger comments