

Mission Springs Conference Center
1050 Lockhart Gulch Road, Scotts Valley, CA 95066
Phone (831) 335-9133 Fax (831) 335-7726

CONFERENCE AGREEMENT

1. Conference Name: Outdoor Education Group #: 6029
Sponsoring Organization: Zanker Elementary School
Address: 1585 Fallen Leaf Drive
City: Milpitas State: CA Zip: 95035
Phone: 408.635.2882 Fax: 408.635.2887
Contact Person: Rebeca Rios Title: 6th grade teacher
Home Phone: _____ Work Phone: _____
2. Opening Date of Conference: 4/10/2018 First Meal: Tuesday Dinner
Closing Date of Conference: 4/13/2018 Last Meal: Friday Box Lunch
3. Guaranteed Student Minimum: 65 Maximum Student Permitted: 90
4. Rate for Full-time Attendance: \$253 per student; \$173 per chaperone; \$0 per teacher
5. Guaranteed Minimum Charge \$: 16,445.00

The advanced deposit of \$ 1,645.00 shall be returned with the signed contract.
Deposit will be applied to any charges owed Mission Springs.

**ALL CHARGES ARE PAYABLE BY THE CONCLUSION OF THE CONFERENCE.
ANY UNPAID BALANCE WILL ACCRUE INTEREST CHARGES AT 12% PER ANNUM.**

If we fall below the guaranteed minimum for part or all of our conference, we will meet our entire financial obligation to Mission Springs for the full amount of the minimum guarantee. We understand that Mission Springs may have turned down other groups and prepared rooms and food to meet our minimum. The guaranteed minimum may not be decreased except by mutual agreement.

6. A. Cancellation of this contract prior to 90 days before the beginning date shown above, will result in forfeiture of the entire deposit.
- B. After a date 90 days prior to the beginning of the conference, this agreement may not be canceled without forfeiture of the entire deposit, plus fifty percent (50%) of the guaranteed minimum charge. We understand this is necessary because of the loss of income incurred due to the inability of Mission Springs to arrange for a replacement group on such short notice.
- C. Any group that cancels within 60 days of a conference date will forfeit its deposit and pay 80% of the guaranteed minimum charge.
- D. All cancellations shall be in writing and the postmark date shall be considered the date of cancellation. All monies due Mission Springs are payable within 15 days of said cancellation.

7. **SALE OF MERCHANDISE:** Sale of books and other merchandise are limited to the Mission Springs Treasured Gift and Bookstore. No attendees including speakers shall sell any items outside our stores without the written consent of Mission Springs. Please notify us 60 days in advance of any special titles you wish to have available for your group. We will do our best to have them.
8. **PETS:** No pets (including dogs & cats) are allowed on the conference grounds. No pets are permitted in any of the sleeping rooms, dining rooms, or lawn areas.
9. **REGISTRATION:** Applicant will provide a registrar to handle all registration and room assignments. Mission Springs shall be kept adequately informed in advance of changes in requested meals and lodging. At the conclusion of the conference, Mission Springs is to be provided with an exact count of total persons attending the conference each day, an accounting of the lodging accommodations used each night, and a meal count for each day. For family conferences, the number of children in each age bracket is essential.
10. **LODGING ROOM CARE:** Applicant agrees to maintain cleanliness and orderliness in lodging accommodations. No property of Mission Springs may be moved from the rooms without specific permission of Mission Springs. No meals may be taken or prepared in rooms.
11. **GROUND AND MEETING ROOM CARE:** Applicant agrees to assist us in maintaining a "litter-free" grounds by regular pickup of paper, etc., throughout the conference. Proper care of meeting rooms would include straightening of chairs, pickup of songbooks and litter between gatherings, and adequate supervision of the pianos, organ, and other equipment.
12. **COOPERATION:** The Mission Springs Staff pledges to assist and serve the conference in every way possible. Applicant agrees to uphold the regulations and spirit of Mission Springs taking notice of appropriate use of facilities, regular time schedules - including closing time of 10:00 p.m. for evening program - and restrictions on smoking. No alcoholic beverages, drugs, or firearms allowed on the grounds.
13. Mission Springs' facilities, trails and roads are by their nature of varied terrain and maintained to the degree possible in their natural state and condition. As such, the parties accept and anticipate that poison oak, darkness, and changes in elevation are common conditions. Young Life leaders agree to inform all guests that the use of flashlights is strongly recommended for the safety of guests and campers after dark.
14. Any exceptions or additions to the above are to be set forth in writing and attached hereto. We hereby indemnify and agree to hold Mission Springs free and harmless from any and all losses, damages, claims, demands, liability causes of action, or judgements of any nature caused in any way by us.
15. Mission Springs reserves the right to adjust the stated rates on this agreement up to 30 days prior to a conference. Notice of any adjustments will be mailed to the person responsible for conference business. Rates in effect at the time of a conference will be the actual rates charged for all housing and meals.
16. Applicant will provide a Certificate of Liability from their insurance provider, with an Additional Insured endorsement for Mission Springs.

17. We further agree to comply faithfully with the policies of Mission Springs described on this contract. The signer accepts the responsibility of communicating said policies to all in leadership and of compliance by said leadership.
18. We understand that this agreement shall be binding when a copy bearing the signatures of the authorized representatives is received and accepted by Mission Springs Conference Center.

ADDITIONAL TERMS:

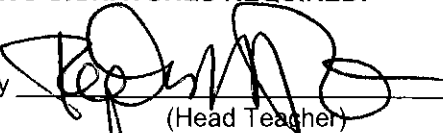
Any teachers, attending adults, or visiting parents should be aware of the rates below for stays of less than the full amount. The leader of your group is responsible to keep track of, and pay for, any teachers, attending adults, or visiting parents not already under contract and paid for.

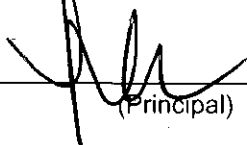
Breakfast \$5.00
Lunch \$6.00
Dinner \$8.00

1 Night program and accommodations - no meals \$30.00
1 Day all programs - no meals \$15.00
1/2 Day all programs - no meals \$7.50

My signature below indicates that I have read and understand the Teacher Information Manual and the Parent & Chaperone Manual.

TWO SIGNATURES REQUIRED:

By  Title: TEACHER
(Head Teacher)

By  Title: PRINCIPAL
(Principal)

For Mission Springs office use:

Date sent: _____

Date Accepted: _____

By: _____