

# PALI INSTITUTE

Date: 1/17/2020  
PO Box 2237  
Running Springs, CA 92382  
Phone (909) 939-0888  
Fax (909) 867-1964



Contract #: 06840

Dates of Attendance: 01-13-2021 to 01-15-2021

## SITE RESERVATION AGREEMENT

This is an agreement between Pali Institute and Ridgecrest Intermediate School for the use of Pali Institute's Outdoor Education program.

### Ridgecrest Intermediate School

Jaime Mancilla  
28915 Northbay Rd., Rancho Palos Verdes, California 90275-4902  
(310) 544-2747

### Trip Details: 3-day Trip

Attendee Type:	Quantity:	Price:	Total:
Student Payee	288	\$315.00	\$90,720.00
Student Scholarship	12	\$0.00	\$0.00
Teacher Scholarship	12	\$0.00	\$0.00
			<b>Total Cost: \$90,720.00</b>

### Reservations & Deposits

Initials \_\_\_\_\_

Pali Institute does not officially reserve space until the deposit and signed agreement are received. The deposit amount will be deducted from the final bill. There is a 25-student minimum to reserve site facilities. Full payment is due 30 days prior to check-in. Any changes to the standard due dates and payment structure are subject to Pali Institute's approval. In exchange for the total payment listed, Pali Institute will provide your students and staff with meals starting with Lunch on 01-13-2021 through Lunch on 01-15-2021, a ten (10) to one (1) student to staff ratio, as well as instruction and supervision administered by Pali Institute Staff.

### Late Payment Fees

Initials \_\_\_\_\_

Full payment is due no later than 30 days prior to check-in. Any last-minute contract changes incurring additional fees will be submitted to Ridgecrest Intermediate School, with payment due upon receipt.

If accounts are not paid in full within 15 days following the trip, Pali Institute shall be entitled to recover all expenses (including attorneys' fees) related to the collection of overdue invoices. Any amounts not paid when due shall bear interest at a rate of 1.5% per month or the maximum amount legally allowable, whichever is greater, until such time as all outstanding amounts (including all interest and collection-related expenses) have been paid in full.

### DEPOSIT SCHEDULE

Payment Number	Amount Due	Due Date
1	\$2,000.00	02-28-2020
2	\$47,920.00	09-25-2020
3	\$40,800.00	12-18-2020

All payments should be made out to Pali Institute, and mailed to:

Pali Institute Attn: Relationship Manager  
PO Box 2237, Running Springs, CA 92382

## Scholarships

Initials \_\_\_\_\_

Pali Institute will issue scholarships to both students and teachers. For students, one (1) scholarship will be allotted for every twenty-five (25) paying students. For teachers, one (1) scholarship will be allotted for every twenty-five (25) paying students. Additionally, for every teacher that attends above the 1.25 scholarship allotment the listed Rate per Teacher Payee will be incurred.

## Cancellations

Initials \_\_\_\_\_

Written cancellations received at least 120 days prior to check-in will be eligible for a refund of all monies paid. Any cancellation received less than 120 days prior to check-in will not be eligible for a refund and all deposits paid will be forfeited. All cancellations must be sent directly to the business office in writing either via mail or e-mail.

## Reductions

Initials \_\_\_\_\_

The last day to reduce the number of students on your invoice is 11/29/2020 12:00:00 AM, which is 45 days prior to arrival. Any reduction in student attendance numbers received less than 45 days prior to arrival are only eligible for a refund of half (50%) the student cost when submitted with a doctor's note. Schools are unable to reduce their payment numbers below 25 students. Any proposed increase in student numbers is contingent upon availability and must be approved by Pali Institute. All refund requests are subject to the approval of Pali Institute. A written refund request does not guarantee that a refund will be issued.

In the event that a student(s) cannot attend due to a last minute illness, a refund of half (50%) the cost per student will be available if a written refund request is submitted within five (5) days of departure with an attached doctor's note. If Pali Institute approves a refund it will be submitted to the school or financially responsible organization. Refund requests may be submitted to [business@paliinstitute.com](mailto:business@paliinstitute.com).

## Guest Room Accommodations and Meals

Initials \_\_\_\_\_

Our guest rooms vary in size and type and are assigned to event participants based on a variety of factors. Cabins have built-in solid wood bunks, showers and full toilet and sink facilities as well as ample storage for personal belongings. The maximum number of guests in a cabin will not exceed 10 to 1 student to staff ratio.

Meals are served in our dining hall at the following times: Breakfast - 8:00 a.m., Lunch - 12:30 p.m., Dinner - 5:30 p.m. Meal times may change due to spacing limits in the dining hall or at the discretion of Pali Institute.

## Smoke Free Environment

Initials \_\_\_\_\_

Pursuant to state law, we have adopted a smoke-free policy in all buildings including guest cabins, meeting, social and dining rooms. Additionally, due to fire hazard in our mountain environment, smoking is prohibited anywhere at Pali Mountain.

## Student Behavior and Facility Damage

Initials \_\_\_\_\_

The school agrees to take responsibility for behavior issues that may occur on behalf of their students while attending Pali Institute. If a student violates the behavior policy of Pali Institute and/or the attending school, administrators from Pali Institute and the attending school may require a parent or guardian to remove their student. If the parent or guardian refuses to remove their student a school official will be responsible.

We cannot be responsible for lost or stolen articles, and there will be a charge for any damage to facilities by your students.

## Transportation

Initials \_\_\_\_\_

The attending school will be responsible for transportation to and from Pali Mountain. The scheduled arrival time will be between 10:30AM and 11:00AM, and busses should arrive on the day of departure between 9:00AM and 10:00AM to be loaded and depart by 11:00AM.

## Inclement Weather

Initials \_\_\_\_\_

During times of snowstorms and inclement weather, the Pali site remains open and operational. During these times Route 18 and 330, our chief access roads, remain open to buses with chains. It is therefore the responsibility of the client to reach Pali for scheduled programming. If the client is unable to reach the site due to the weather conditions when Routes 18 and 330 are open, no refund will be given and all deposits paid will be forfeited. If both Route 18 and 330 are closed to all traffic for more than 4 hours on arrival day, Pali and the school shall use best efforts to reschedule a mutually convenient date, recognizing that it will be dependent on Pali Institute's remaining availability and may include weekend dates. If rescheduling options do not exist and Pali is unable to accommodate the school before the end of the current school year in which the trip was scheduled for, a refund will be given.

## Emergency Situations

Initials \_\_\_\_\_

If the school or Pali must cancel a trip due to a declared emergency condition such as fire, flood, earthquake, Pali shall communicate with the appropriate governmental agency(ies) having jurisdiction over Pali Institute's location (U.S. Forest Service, California Highway Patrol, San Bernardino County Sheriff, or the San Bernardino County Health and Safety Department) to ascertain the accessibility and safe operation of the program. Based on the recommendations made by the agency(ies), Pali and the school shall mutually agree on a course of action regarding the health and safety of students and staff. If the site in question is deemed inaccessible and/or considered to be unsafe for use by both Pali and the school, the trip will be postponed and rescheduled. If the inaccessible and/or unsafe condition prohibits participation from the first (1st) day of the trip, the visit shall be rescheduled to a mutually convenient date as soon as practicable thereafter. It shall be the responsibility of school to update parents and school staff of such decisions.

School's Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Pali Institute's Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Contract Notes: