

# Inlow Baptist Camp and Conference Center - Event Policies

Your Event Leader is responsible for making sure each camper, counselor and faculty member is aware of each of these camp policies.

## General Policies

1. For insurance purposes, camp administration must receive MEDICAL RELEASE FORMS FOR EVERY CAMPER *before* campers move into a cabin. At that point buildings reserved will be unlocked.
2. All campers and visitors on the campus must be registered with your event leader. (Day visitors will be charged a \$5.00 for insurance purposes plus any meals they eat while on campus. Your event leader will be charged these fees and is responsible for collecting from the visitors.)
3. No camper is to leave the campus at any time without permission/knowledge of his/her event leader and informing the camp administration. It is the event leaders responsibility to give these campers the gate code to allow access back onto Inlow property.
4. Event Leaders shall be responsible for completing a background check on all adults attending your event when children are present without their parent/guardian.
5. NO alcoholic beverages, drugs (other than prescription), tobacco products, or firearms are permitted on campus. (Events using the shooting range may make prior arrangements and will require prior written authorization.)
6. For minors - Radios, CD players, iPods, TVs, etc., are not to be brought to camp except for program purposes.
7. NO pets will be allowed on campus. No one with a pet will be registered as a camper. Seeing-eye dogs are the only exception.
8. After camper luggage has been unloaded, vehicles must be parked for the duration of your visit. Permission for vehicles to be driven around the camp will be granted by the camp administration ONLY. This privilege can be removed if driving is not done in a safe manner. Vehicles must be kept on managed roads and parking spaces.
9. Food or drinks from the dining hall are not permitted outside the dining hall. NO TAKE-OUT MEALS WILL BE PERMITTED. We are located in the forest and bear country; no food is to be kept in, or around, any building at any time. Please put all trash in the large outdoor cans for nightly pick-up by staff.
10. No dishes are to be taken from the dining hall, drinks are provided only during meal times. Water fountains are located outside CCC (back), Bathhouse #1, Tabernacle, Europe, Cactus and Aspen. Also, please advise the camp management of times you would like the camp store open.
11. All illnesses and injuries (even minor) must be reported to the event leader and camp administration.
12. Any camper with a rash, fever, or contagious illness will be sent home. NO EXCEPTIONS.
13. Each camper will help maintain the facilities in a clean and safe way while they are on the campus. The administration will inspect the facilities to determine application of deposit. If damage is found after the group leaves the event leader will be contacted and advised of the cost to be paid for the damage.
14. All clothing, language, and conduct must be of the highest Christ-like standards at all times while on campus. Administration reserves the right to require campers to change clothes.
15. Counselors/event leaders will be responsible for campers' actions/safety in the cabins and everywhere on the campus.
16. All campers and workers shall observe the quiet hours of 11:00 pm to 7:00 am.
17. The camp may provide linens upon request for Elliott Lodge and Wilson Cabin. There is a \$5.00 charge per person for this service which includes sheets for the bed, pillow and pillowcase, bath towel and washcloth.
18. Failure on the part of campers to comply with the policies herein set forth or who persist in activity deemed hazardous or detrimental to the camp, campers or staff, may result in a single camper being sent home or cancellation of the entire camp and forfeiture of fees, deposits and meal charges as determined by Camp Administration.

## Gate Policy (IMPORTANT)

If there is no event scheduled, both gates remain locked 24 hours. During a scheduled event both gates may be locked from the hours of 9:00 pm to 7:00 am. Both property gates open with gate operators. Your group will be given a temporary touchpad access code effective during your visit. Gates will close automatically after you enter and will open and close automatically when you exit (vehicles must be a minimum of 20 feet away from gates when exiting). You are responsible for giving this code to anyone visiting Inlow for your event. Inlow administration must be made aware of anyone entering/re-entering or exiting the facility at anytime. This should be done during normal office hours.

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Signature – Event Leader

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Printed Name

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Date