UTAH MWR
RECREATION PROGRAMS at CAMP WILLIAMS

2022
WELCOME PACKET and AGREEMENT

Thank you for considering the MWR Recreation Program at Camp Williams. In this packet you will find activities, facilities, tour information, pricing and more. Note: Camp Williams is a Military Compound. Your safety is our #1 concern.

Each group needs to have two designated contacts. One contact for coordination with MWR prior to the event, and one contact for on-site leadership at Camp. Even if the coordinating contact is also planning to attend the event, you are required to have a second contact. All emails and documentation will be sent to both contacts. Designated contacts must read and sign this agreement.

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ACTIVITIES WITH SUMMARIES

All Activities Include MWR Facilitators
Your Adult Leadership for Youth Programming will Aid in Facilitation and Monitoring Safety

LEADERSHIP REACTION COURSE (LRC) – $400 FOR 4 HOURS – THE LRC HAS DRY AND WET BAYS. YOUR TEAM WILL MOVE THROUGH A SERIES OF PODS WITH PHYSICAL AND MENTAL CHALLENGES THAT WILL PUT THEIR TEAMBUILDING AND LEADERSHIP SKILLS TO THE TEST. PAIRS GREAT WITH TEAM BUILDING! *RECOMMENDED FOR AGES 12 AND OLDER. APPROX 100 PARTICIPANTS PER SESSION.*

MILITARY FACILITATED PT TRAINING & TEAM BUILDING- $18/PERSON FOR 4 HOURS – STARTING WITH A WARM UP OF ARMY STYLE PHYSICAL FITNESS, FOLLOWED BY ELABORATE TEAM BUILDING SCENARIOS. ONE OF OUR FACILITATORS WILL DISCUSS WITH YOU THE VALUES OR SKILLS YOU WANT TO ENHANCE IN YOUR GROUP AND CUSTOMIZE THESE SCENARIOS TO ACHIEVE THESE GOALS. *ALL AGES. MINIMUM 20 PARTICIPANTS.*

CAPTURE THE FLAG – $500 FOR 3 HOURS – THE ULTIMATE COMPETITION! YOUR GROUP WILL BE SPLIT INTO SMALLER TEAMS AND ASSIGNED AN AREA AND FLAG TO DEFEND. EACH TEAM MEMBER WILL GET A WATER GUN FILLED WITH THEIR TEAM'S COLOR OF TIE-DYE TO MARK HITS. THE SHIRTS MAKE A GREAT SOUVENIR FOR YOUR EVENT! *ALL AGES.*

SURVIVAL SKILLS & NAVIGATION – $400 FOR 3 HOURS – LEARN THE BASIC USES OF A COMPASS AND MAP, ESSENTIALS FOR YOUR PACK AND FIRST AID KIT, AS WELL AS TARP SHELTER BUILDING AND USEFUL KNOTS FOR EXPLORING THE OUTDOORS. CLASSROOM AND FIELD INSTRUCTION. *RECOMMENDED FOR AGES 12 AND OLDER.*

FLAG ETIQUETTE – 30 MIN FREE SERVICE WHEN ADDED TO ANOTHER PROGRAM - YOUR TEAM WILL BE TRAINED ON HOW TO HONOR, FOLD, AND FLY THE AMERICAN FLAG. GROUP FLAG AND CERTIFICATES OF COMPLETION GIVEN FOR COURSE COMPLETION. *ALL AGES.*

RAPPEL TOWER – THE MOST EXCITING AND MEMEORABLE EVENT YOU CAN BOOK FOR YOUR GROUP!!! LET OUR MASTER RAPPELLERS TEACH YOUR GROUP HOW TO TAKE THE JUMP! THE LARGER THE GROUP THE BETTER THE PER PERSON RATE IS, GREAT FOR LEADERS AND COUPLES! *RECOMMENDED FOR AGES 12 AND OLDER.*

ROPES COURSE – CLOSED FOR THE SEASON – HARNESS UP AND ASCEND OUR HIGH ROPES COURSE FOR INDIVIDUAL CHALLENGES IN THE AIR AND GROUP CHALLENGES ON THE GROUND ENCOURAGING TRUST AND COMMUNICATION. GREAT WAY TO PUSH YOUR TEAM OUT OF THEIR COMFORT ZONE! *RECOMMENDED FOR AGES 12 AND OLDER.*

PRICING STRUCTURE FOR ROPES COURSE OR RAPPEL TOWER BELOW.*

1-25 PEOPLE – 2 HRS - **$425**

26-50 PEOPLE – 2 HRS - **$850**

51-75 PEOPLE – 3 HRS - **$1275**

76-100 PEOPLE – 3 HRS - **$1700**

101-125 PEOPLE – 4 HRS - **$2125**

126-150 PEOPLE – 5 HRS - **$2550**

151-175 PEOPLE – 6 HRS - **$2975**

176-200 PEOPLE – 7 HRS - **$3400**

Groups may book outside of their participant count if they desire to add more time for activity.

***ANY PARTICIPANTS BEYOND THE BOOKED NUMBER ON THE DAY OF THE EVENT THAT WILL REQUIRE EXTENDED TIME MUST BE APPROVED BY ONSITE FACILITATORS. ADDITIONAL TIME WILL BE INVOICED AFTER PROGRAM.**

Any group with 6+ hours of programming will be required to have a minimum 30 minute break. May extend to 1 hour depending on combination of activities.

ALL ABOVE COSTS AND TIMELINES ARE FOR GROUPS OF APPROX 200 OR LESS. LOOKING TO BRING AN ***EXTRA LARGE*** GROUP? ASK ABOUT OUR ROUND ROBIN OPTION!

FACILITIES

There is a $30 per hour facility check-in/check-out fee (usually 2 hours per event)

AMPHITHEATER – $200 PER DAY – BEAUTIFUL OUTDOOR AMPHITHEATER NEXT TO THE POOL, GREAT FOR FIRE SIDE, CONCERT. OUTDOOR PLUGS AVAILABLE IF YOU WANT TO BRING YOUR OWN AV EQUIPMENT.

ATHLETIC FIELD - $300 FOR 4 HOURS – LARGE ATHLETIC FIELD AND TRACK FOR FIELD ACTIVITIES & ASSEMBLIES. LOCATED NEAR THE POOL. LIMITED AVAILABILITY.

CLASSROOMS – $300 PER DAY – CLASSROOMS ARE OPEN FACILITIES FOR TEACHING, ARTS AND CRAFTS, ETC.

LARGE MEETING HALL/HANGER 6150 – $600 FULL DAY, $350 FOR 5 HRS 7AM-12PM OR 1PM-6PM – EXCELLENT VENUE FOR DANCES OR CONFERENCES. HANGER 6150 HAS TWO MEETING ROOMS INCLUDED. LIMITED AVAILABILITY.

DINING/MESS HALLS – $350 PER DAY – OUR DINING FACILITIES MAKE IT EASY TO FEED YOUR TEAM. FULL KITCHENS WITH STOVE, OVEN, REFRIDGERATORS, FREEZERS. BRING YOUR OWN UTENSILS AND POTS AND PANS. *CATERING*: *CONTACT YOUR MWR COORDINATOR FOR OUR CATERING OPTIONS. OUTSIDE CATERING ALLOWED.*

DRILL FLOOR – $300 PER WEEKDAY (MON-TH), $350 PER WEEKEND DAY (FRI-SUN) – FOR LARGER INDOOR GROUP SPORTS & ACTIVITIES. LIMITED AVAILABILITY.

OFFICERS CLUB – CLOSED FOR THE SEASON – ON THE NATIONAL HISTORICAL REGISTER, THIS BEAUTIFUL BUILDING COMES WITH LARGE HALL WITH FIRE PLACE, FULL KITCHEN, BAR AREA WITH FIRE PLACE, VIEW WINDOW ROOM, POOL, OUTDOOR PATIO, 2 BBQ'S. LIFE GUARD REQUIRED FOR USE OF POOL. HOLD APPX 300.

SERVICE CLUB – $400 PER DAY (5AM-5PM) - GROUPSIZE 250, WITH OUTDOORS 400 - THIS IS A SOCIAL CLUB WITH FANTASTIC VIEWS OF THE VALLEY, OUTSIDE GAZEBO, BBQS, INDOOR SEATING AND TABLES, POOL TABLES, GAMES, TVS WITH FOOTBALL PACKAGE. CAN BE BOOKED WITH OR WITHOUT BAR SERVICE.

SUNRISE HALL CHAPEL – $750 FULL DAY, $350 FOR 5 HRS 7AM-12PM OR 1PM-6PM – THIS BEAUTIFUL CHAPEL CAN BE RESERVED FOR RELIGIOUS MEETINGS, FUNERALS, WEDDINGS AND SIMILAR CEREMONIES / CONCERTS. IT HAS OUTDOOR PATIOS, GARDENS, AMAZING VIEWS. LIMITED AVAILABILITY.

SWIMMING POOL WITH PAVILIONS -$4 PER PERSON, PAVILIONS FOR 4 HOURS: SMALL $65 (30 PPL) LARGE $105 (60 PPL) - FOR LUNCHES OR DINNERS, EQUIPT WITH GAS GRILLS. MUST BRING OWN LIGHTER AND PROPANE. GREAT WAY TO RELAX AFTER YOUR TEAMBUILDING EVENT!

BARRACKS - $300/BAY PER NIGHT (40 PEOPLE PER BAY, MALE AND FEMALE BAYS) - TOP OFF YOUR MILITARY EXPERIENCE BY STAYING IN BARRACKS RIGHT ON CAMP WILLIAMS! AVAILABLE M-W OF JULY. A SEPARATE DOCUMENT WILL BE SENT TO BE SIGNED FOR ALL GROUPS INTERESTED IN BARRACKS.

CAMPING - PRICING AND CAPACITY TBD - SLEEP UNDER THE STARS AT CAMP WILLIAMS WITH YOUR GROUP! CAMPING AVAILABLE FOR SUMMER 2022. PORTA-POTTIES PROVIDED PER GROUP SIZE. BRING RVS FOR COOKING. NO CAMPFIRES. A SEPARATE DOCUMENT WILL BE SENT TO BE SIGNED FOR ALL GROUPS INTERESTED IN BARRACKS.

ALL SET UP, TEAR DOWN, AND CLEAN UP OF RENTED FACILITIES ARE THE RESPONSIBILITY OF THE GROUP. ALL FACILITIES MUST BE LEFT IN THE SAME STATE AS THEY WERE FOUND. SEE BELOW FOR MORE ON BOOKING FACILITIES. UNCLEANED RENTALS WILL INCUR A CLEANING FEE.

Tours of Camp Williams

Not sure *WHAT* you want to book? We are happy to provide tours!

This is a great way to see what our facilities look like, how our activities will work with your event time frame, and an opportunity to ask your questions. We especially encourage this for groups of over 200 or groups who would Like to book multiple activities and facilities.

TOURS MUST BE SCHEDULED TO ENSURE FACILITIES ARE AVAILABLE FOR INSPECTION

GUIDELINES FOR MWR RECREATION GROUPS

1. UTNG escort will be provided by MWR and required for groups on Range. No one is allowed to come and go from Range without an escort. Having to escort will result in ALL activities being halted. **Groups who violate this guideline will have their event halted with no refund issued.**
2. All waivers for all persons on Camp must be in hand before escort to Range, regardless of participation in Range activities. Minors must have waivers filled out by a parent or legal guardian.
3. **We are a military based program that starts and ends ON TIME. MWR Facilitators will escort groups on time. If your group is late or desires to wait for late participants, we will charge a $100 fee. If entire group is late and facilitators are not contacted, they will leave after 30 minutes from the check-in time and event will not occur and no refund will be issued. Facilitator numbers will be released to designated group contacts.**

   WALKING TO AND FROM RANGE: Any group walking to range rather than driving must have a lead vehicle in front and an end vehicle behind for safety purposes. This is a busy, windy road and your safety is our #1 concern. Your MWR Coordinator **MUST** be advised of walking groups prior to groups arrival. If not informed, there is a possibility they will not be able to coordinate day of event. Groups walking to Range will check-in earlier than groups driving.

4. The speed limit on Camp Williams is 20 MPH. All vehicles will adhere to the speed limit and all other traffic laws while on post. Passengers will not hang out of vehicles, nor ride in the back of trucks. They must have a seatbelt. No cell phone usage while driving on camp.
5. Adult leaders must accompany all youth to ensure accountability and safety. **Youth programming must bring a ratio of 1 adult for every 10 students.** Adults are expected to monitor safety, take an active role in programming, and may direct some facilitation. Groups will enforce a 10:00 PM quiet time as a courtesy to other users of Camp Williams. Functions such as dances may continue past the 10:00 PM quiet time but must be conducted away from sleeping quarters.
6. **Group leaders must always have a first aid kit with them.** When injuries occur during an event on Camp Williams, the adult leadership of the group is responsible for the care of the injured individual(s). Incidents must be reported to MWR facilitators. **IN CASE OF EMERGENCY, IMMEDIATELY CALL RANGE CONTROL 801-878-5421.** They will direct closest ambulance.
7. **Group Insurance** – Group Insurance Certificate must be provided prior to group entering the Camp. Certificate must include: $1,000,000 limit per occurrence and $300,000 damage to rented premises.
8. Camp Williams guests must provide their own water, sunscreen, shade, and other needs while on Range. MWR does not provide these items, and there are no water fill stations. Folding tables and chairs are recommended If you have more questions regarding what you should bring, you can talk to your MWR coordinator. **NOTE**: Be aware of weather conditions. If it is very hot or very cold, bring necessary supplies to keep participants happy and healthy. We run program rain or shine.
9. Arrange arrival and departure date and time with your coordinator. Every adult in the vehicle needs to have their Driver's License or State ID ready when driving onto Camp Williams to minimize backup at the front gate. **If your group is arriving by bus**, please enter through the truck gate. Give group name to the GATE in order to be able to get on Camp. Security will be advised of your arrival time.
10. Civilians are not allowed to touch military equipment; this includes physical training stations, unless with an MWR Facilitator.
11. Civilian groups are responsible for cleaning reserved facilities prior to checking out. Cleaning supplies are provided within the facilities. Groups on Range are responsible for providing own trash bags and removing trash to the dumpster on Range before leaving. If you need more supplies, contact Logistics (BLD 1000) at 801-878-5470. A $250 fee or over will be incurred for non-cleaned facilities, including trash left on Range.
12. Civilian Groups using Camp Williams are responsible for any loss, damage, injury, or destruction of property that results from negligent actions during their event.
13. **WILDLIFE IS PROTECTED:** We are Federal and State land which means any and all wildlife is protected. Be aware of snakes and black widows. If you see an animal that needs to be removed, inform an MWR staff and they will alert Range Control.
14. **LOST AND FOUND:** Contact your MWR Coordinator. Items are held for 1 month.
15. **EMERGENCY CALL RANGE CONTROL: 801-878-5421 (BLDG 5131, DOWN FROM POOL). They will call closest ambulance and guide to your area.**

ELIGIBILITY

Index
Title 39
Chapter 9
Section 103

Utah Code
Militia and Armories
State Morale, Welfare, and Recreation Program
Eligibility and facilities.
(Effective 7/1/2014)

Effective 7/1/2014
39-9-103. Eligibility and facilities

(1) Use of the MWR program and facilities is limited to:
(a) active and reserve component members of the Utah National Guard and armed forces of the United States;
(b) persons retired from the armed forces of the United States;
(c) civilian employees of the Utah National Guard;
(d) dependents of authorized persons in Subsections (1)(a) through (c);
(e) contracted employees of the Utah National Guard while working on-site or conducting business on National Guard property; and
(f) sponsored persons when personally accompanied by a sponsor who is an eligible patron as described in this section.
(2) MWR facilities include any of the following, even if the shop, building, or parcel is only partially used for MWR purposes:
(a) post or base exchange;
(b) canteen or service club;
(c) barber shop;
(d) fitness center;
(e) snack bar;
(f) restaurant;
(g) billeting operation;
(h) laundry facility;
(i) range;
(j) swimming pool; or
(k) any other shop, building, or parcel that meets the definition of MWR facility in Section 39-9-102.
(3) The adjutant general shall, by regulation, determine specific use priorities when MWR facilities cannot accommodate all authorized patrons.

Utah MWR is acting sponsor for the MWR Recreation Programs @ Camp Williams

PROCEDURES

PLANNING PROCESS

MWR Group Coordinators and MWR Facilitators will provide knowledge, tours, and experience to answer any questions you may have, so do not hesitate to ask. We are a military base and any dates booked are subject to change based on military needs. Keep in mind when planning.

CHANGES: Due to complexity of changes of facilities and activities at Camp Williams, any changes made within the 90 DAY WINDOW from the START DATE of your event will incur a $100 ADMIN/CHANGE FEE per item changed. Make sure you have your FINAL changes and agenda set prior to that 90 DAYS OUT. SEE BILLING INORMATION FOR MORE DETAILS.

FOR LEADERS COMING WITH THE GROUP:

Ensure your party will be wearing closed-toed shoes for outdoor activities. Participants who do not have proper foot attire will not be allowed to participate. Have a water plan for all your activities. Best practice is to instruct everyone in your group to bring a personal water bottle, sunscreen, towels, wet wipes. We also recommend bringing a 5-gallon jug of water to refill water bottles, as there is no access to water on Range, nor towels for the wet bays at the Leadership Reaction Course. Folding tables, chairs, umbrella, and shade structures are recommended.

CHECK IN PROCEDURES:

Please confirm arrival date and time with your MWR group coordinator. Maps and an agenda will be sent before group arrival. Anyone 18+ must show a valid US ID at the gate. No foreign nationals are allowed on base unless previously vetted by operations.

Groups will be met prior to any MWR facilitated activities on Range at the gravel lot located near the pool.

Late groups will be invoiced a $100 fee after program. Any group that is more than 30 minutes late without contacting the Facilitators will have their event canceled with no refund. Prior to going to Range, adult leadership will receive a Camp Safety Brief, and entire group will receive a Range Safety brief before any activity begins. Groups cannot go to Range without an MWR Facilitator. Late participants will not be escorted separately.

KEY PICK UP:

If your group is renting a facility, you will receive key instructions one week prior to your event date. Keys will be given to designated contacts only, who must show ID. **There is a $30/hour check in and check out fee for rented facilities (usually 2 hours, one on each end of rental time)**. Groups are responsible for own set-up, tear down, and clean-up of facilities. Unless Team Building or Flag Etiquette is booked to run in a facility, MWR staff will not accompany groups into facilities.

CHECK OUT PROCEDURES:

From Range - MWR Facilitators will escort the ***entire*** group from Range activities. No one may leave Range without an MWR escort, and violation of this will result in the program being halted and no refund issued. Early departures will not be escorted separately. If people need to leave early, a designated departure time must be set into schedule or they should not attend event. Groups must leave facilities at designated time.

From Facilities - See Below.

RETURNING KEYS:

Follow instructions EXACTLY from your keys instructions email. **There is a $30/hour check in and check out fee for rented facilities (usually 2 hours, one on each end of rental time).** A $250 fee will be charged for any missing keys not returned. Upon checking out, you will be required to have cleaned all assigned facilities prior to key turn-in otherwise there will be a $250 cleaning fee applied. Before leaving, double check everyone and everything is accounted for.

Camp Williams follows the Governors & TAG Current Covid-19 Guidelines at the time of your event. Refunds available in a pandemic

Renters will be informed and required to follow current guidelines at the time of their event. Renters are responsible for ensuring all participants follow current Governor & TAG guidelines.

1. **HAND SANITIZING:** Groups are asked to bring own hand sanitizer to Range activities, and bathrooms with hand washing stations are inside rented facilities. Range latrine does not have a hand-washing station.
2. **MASKS:** Masks are currently required in all state buildings. Masks are not required for activities on Range.
3. **TOUCHLESS PAYMENT**: We will be utilizing touch-free/contactless payment options when possible. It is advised you have access to debit/credit cards for payment for entry and concessions.
4. **SYMPTOMS:** Please, if you, or anyone in your household or at work, have any of the symptoms listed, please come visit us at another time when everyone is well.
   Symptoms may include: fever or chills; cough; shortness of breath; fatigue; muscle or body aches; headache; new loss of taste or smell; sore throat; congestion or runny nose; nausea or vomiting; diarrhea
   If you feel ill once you are here, **please notify a staff member immediately**. Symptoms with COVID-19 can escalate quickly and we want to get you medical attention, if necessary, as soon as possible. You and your party may be asked to move to a special area within a facility for further assessment.
5. **FIRST-AID:** Groups will be responsible for administering their own First Aid while on program in order to reduce contact between MWR Facilitators and groups.
6. **HIGHER-RISK:** Currently, government health organizations are recommending people 65 years and older, those who live in nursing homes or long-term care facilities, and people with underlying medical conditions (particularly if not well controlled) should either remain home or keep their distance from others. Underlying medical conditions include chronic lung disease or moderate to severe asthma, serious heart conditions, immune-compromised, severe obesity (body mass index [BMI] of 40 or higher), diabetes, chronic kidney disease undergoing dialysis, and liver disease.

We will continue to update this page and our actions as the State's Governor's office and Utah National Guard updates their guidance. (UPATED 12/06/2021)

BILLING INFORMATION

In order to begin the planning booking process, groups must submit their contract and a $200 non-refundable booking deposit. Deposit will be applied to your program.

We are first-come-first-serve, and will serve groups who submit both their contract and deposit first.

Once your date is booked into our system, an invoice for 50% of your estimated total minus the $200 deposit will be sent to both contacts. This invoice must be paid within 30 days of sending, or forfeit your date to a group with contract and payment.

FINALIZED AGENDAS are due 90 days from the START DATE of your event. At this point, you will be invoiced the remaining balance. This balance must be paid and recorded 30 days prior to your event START DATE. Admins will reach out with reminders.

CHANGES: Due to the complexity of changes of facilities and activities at Camp Williams, any changes made by the client after 90 days will incur a $100 change fee per item changed. Should Range Control need to change or cancel activity, group will be rescheduled or refunded minus the $200 booking deposit.

Groups booking within 60 days of their START DATE must pay 50% deposit with contract in order to book, remaining balance due 30 days prior to event.

Cancellations after 60 days from the START DATE of the event forfeit 50% of their event total.
Cancellations after 30 days from the START DATE of the event must pay total balance.

CONTACT INFORMATION

Recreation Manager: Christina Paulson
PHONE: 385-298-3432 EMAIL: groupsmwr@gmail.com

MWR GROUP COORDINATOR:
Phone: 801-878-5424 EMAIL: groupsmwr@gmail.com

Camp Williams Main Gate/ Security: 801-878-5455 **EMERGENCIES CALL RANGE CONTROL 801-878-5421**

MWR Billing: Dr. Mark Oleson, billingmwr@gmail.com

MWR Director: Wendy Forakis
PHONE: 801-878-5822, 385-298-3512 EMAIL: wforakis@utah.gov

17800 Camp Williams Road
Bldg. 6220
Bluffdale, Utah 84065

See Utah MWR for our Facebook page

Check out our website for any upcoming events!

Utah MWR Website: https://www.utahmwr.com/

AGREEMENT

This agreement is by and between the Utah National Guard MWR and Group Name _____
for the facilities rental/activities of the Camp Williams Civilian Groups Dates:_____.

All fees must be paid to the Utah National Guard MWR for rental facilities/activities prior to group arriving. See current rate sheet for pricing.

Indemnification
Renter agrees to hold harmless the Utah National Guard Morale, Welfare, Recreation (UTNG MWR) for any liability incurred as a result of activities of renter or guests during the term of this contract. This indemnification extends even to liability incurred before the term of the contract, but directly caused by actions of renter or guests, and includes all reasonable attorney's fees and court costs associated with the collection of same.

Elevated Threat Condition
In the unlikely event that Camp Williams goes to an elevated Threat Condition (THREATCON) which significantly restricts access to the installation, all reasonable efforts will be made to ensure the renter and guests are accommodated. Depending on the threat level, a guest list may be required, two forms of picture ID must be presented at the gate, and the attendees will be escorted to the facilities. No additional cost will be associated with the possible variations of entrance requirements. *Should the THREATCON be elevated to the highest level where all non-military are restricted access, group can either reschedule to a different date or a refund can be issued minus the $200 booking deposit. This also applies to the case of Range closures due to weather conditions and other risks. MWR Facilitators have the right to pause or cancel any activity due to elevated risk. All efforts will be put into rescheduling any events canceled or interrupted due to increased risk.*

Agreement
The writing or writings adopted by the parties to this Agreement represent the final and complete expression of the agreement. If any term or provision of this agreement shall be held invalid or unenforceable, the remaining terms and conditions of this Agreement shall not be affected thereby, but each such term and provision shall be valid and enforced to the fullest extent permitted by law. No alteration or other modification of this agreement shall be effective unless the modification shall be in writing and signed by the parties. This Agreement shall be binding on and shall insure to the benefit of the parties and their successors and assigns. The parties agree the State of Utah has jurisdiction over state claims and the United States has jurisdiction over federal claims. Renter agrees to be responsible for all the actions of guests and agrees that the renter and guests will abide by the terms of this agreement.

This agreement must be signed by designated contacts, and include deposit. Make all checks payable to Utah National Guard MWR. Payment in full for rental of facilities is due 30 days prior to event. Payments not received may result in cancellation of contract. Direct any questions to the MWR Recreation Manager, Christina Paulson or MWR Group Coordinators.
Christina Paulson: 385-298-3432
MWR Group Coordinator: 801-878-5424
Email: groupsmwr@gmail.com.

I have read and understand the above agreement:

Designated Group Contact #1:
Name:_____Date:_____Cell:_____
Email:_____
Billing Address:_____
Signature:_____

Designated Group Contact #2:
Name:_____Date:_____ Cell: _____
Email:_____ Signature:_____

Event Information
Group Name: _____
Actual Event Date/Start Time: _____
How many attending the event: _____
Event Date: _____
Event Check out Date/Time: _____
Age Range: _____

If you are interested in camping, please fill out:
Male Count:_____
Female Count: _____

Facilities/Activities: List your request here. See Price Sheet for Descriptions and Rates
Check In Date & Time _____ **Check Out Date & Time** _____

Invoices: Attached to the email with this Welcome Packet is an invoice for the $200 non-refundable booking deposit, due immediately. Once that is paid and Contract received, 50% of total desired activities minus $200 of program total will be invoiced and due within 30 days.
Final invoice will be sent 90 days prior to your group's event START DATE, must be paid in full prior to event. (see full conditions above)
Due to complexity of changes of facilities and activities at Camp Williams. Changes made by client after confirmation is sent will incur a $100 change fee per item changed. Should Range Control need to change or cancel activity, group will be rescheduled or refunded minus the $200 booking deposit. **Cancellations after 60 days from event START DATE must still pay 50% of total event cost.**

Total Based on Desired Activities: _____

Booking Deposit: ____$200____ Date Paid:_____

50% of Total Minus $200 Deposit:_____ Date Paid: _____

Remaining Balance:_____

Remaining Balance Due Date:_____Date Paid: _____

(30 days prior to event. No groups allowed on camp without full payment received and recorded.)

Thank you for choosing to give your group a military experience here at Camp Williams, 2022!