

R. and M. Reurich (Holdings) Pty. Ltd. (ACN 001 143 291) trading as

Fitzroy Falls Conference Centre

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ABN 65 001 143 291

CONDITIONS OF HIRE

It is the responsibility of each group to ensure that campers understand and follow the Campsite's rules and procedures. Each group must have a competent leader in charge to liaise with Campsite staff. The group leader is responsible for camper supervision at all times, campsite staff may instruct, lead and demonstrate or assist in an activity but the group leader is deemed to be responsible for overall group supervision and safety. The campsite will provide written procedures for the conduct of specialised outdoor activities.

DAILY DUTIES

The campsite is to be maintained in a clean condition by the campers. Catered groups are to provide duty groups to set and clear tables for each meal and to vacuum dining area. Other daily duties may be required and will be specified by campsite staff. Self-catered groups are responsible for cleaning and maintaining all areas in a hygienic manner. Self-catered groups are expected to bring own tea towels and detergent. Campsite staff will clean the Toilet and Shower amenity area. A cleaning fee will be charged if facilities and kitchens are left in an untidy state.

SLEEPING ACCOMMODATION

For the health and safety of the hire group the number of campers sleeping per room must not exceed the number of beds. Bedrooms and ensuites are to be kept clean. No blankets are to be removed.

Children under 14 years are not to occupy PARK CABINS unless each cabin is supervised by a responsible adult.

All rubbish must be removed from bedrooms and placed in outside bins before vacating rooms.

Beds must always be moved back to their original positions. Blankets must be folded and placed at the end of each bed and each bed must have a pillow.

ARRIVAL AND DEPARTURE

Campers must not enter the camp prior to the allocated time and must not overstay the allocated departure time. All groups are requested to clean and vacate the accommodation areas at the agreed departure time. Areas of the campsite are to be cleaned as directed by Campsite staff and inspected prior to departure.

All equipment is to be returned and losses and breakages to be accounted for.

The Campsite staff need to address the campers as soon as practicable after arrival. It is the responsibility of the group leader to assemble the campers at a mutually convenient time. If group dynamics do not permit that then it is the responsibility of the group leader to convey the safety briefing to the campers according to Campsite staff directions.

EMERGENCY PROCEDURES

(i) Procedures

Emergency procedure notices are posted throughout the campsite and campers should make themselves familiar with the arrangements.

(ii) Fire Fighting Equipment

Extinguishers and smoke detectors are vital and are located around the site. These should not be tampered with or removed.

(iii) Fires

No fires or BBQ may be lit on the property in periods of fire danger without the consent of Campsite staff. Fire restriction notices and Total Fire Ban Days must be strictly observed.

PROPERTY

(i) Damage and loss

All breakages and losses to campsite property or equipment are to be reported to the campsite management. They will be invoiced to the group.

Campsite takes no responsibility for the loss or damage to personal property.

Campers are only permitted to access the buildings to which they have been allocated.

(ii) Parking

All vehicle parking is strictly at the owner's risk and only in areas as directed or sign posted.

(iii) Speed Restrictions

Speed restrictions apply and are strictly enforced.

(iv) The environment

The campsite is a sanctuary for flora and fauna. No camper is permitted to bring firearms, animals or pets onto the property or to disturb the natural environment. Care and commonsense should be taken when approaching campsite animals. Garbage and recyclable materials are to be placed in designated areas.

(v) Alcohol/Smoke free environment

All buildings on the campsite are designated smoke free zones. Alcohol can only be consumed with prior written approval of the campsite,

(vi) Out of bounds areas

Workshops, residences, surrounding property, water bodies and petrol bowsers are 'out of bounds' areas. Other areas including work sites and activity areas are 'out of bounds' unless directed by Campsite staff.

TELEPHONE

(i) Private calls

A public telephone is provided for camper use. It is located near the games room. Campers can be contacted on (02) 48864325 (for emergencies only).

(ii) Emergency calls

Campsite staff are to be informed of any calls for emergency services and will make the business telephone available.

FIRST AID

First aid is the responsibility of Campers. Campers must provide their own first aid equipment and trained staff.

ACTIVITY PROGRAMMES

The campsite provides some specialist equipment for recreation and sports activities and these include basketball, mini-golf, tennis, table tennis, pool and volleyball. It is the responsibility of the camp hirer to provide adequately trained, experienced or skilled leaders for activities undertaken. The campsite staff reserve the right to withdraw equipment or access to activities should the camper group not provide suitably trained, qualified or experienced activity leaders or be found abusing equipment. When Campsite staff demonstrates, lead or instruct an activity they will take responsibility for the technical skills and related safety of campers. Group leaders are responsible for the supervision and behaviour of campers at the activity, to and from the activity and for those campers waiting their turn. Campsite staff providers will assume first aid responsibilities while the group is undertaking specialised activities under their control.

No specialised activities are to be undertaken without the prior approval of Campsite staff. The Campsite can pre arrange excursions to a variety of local attractions. The group leader is responsible for identifying safety issues associated with an excursion and taking the necessary precautions.

GROUP LEADERS

The group leader must ensure that campers under 18 years of age have appropriate parent/guardian consent to attend the camp; that each camper has completed a health/medical record sheet; that the campsite's illness and injury register is filled out for all such incidents; and that Campsite is provided with a written list of camper names. It is the responsibility of the group leader to inform all day-visiting members of the group of the campsite's safety briefing and 'general conditions of hire'.

TERMINATING THE OCCUPANCY

Campsite reserves the right to terminate the occupancy without notice for breach of the General Conditions for Hire. Campsite Staff are empowered to take action as may be deemed necessary for the proper conduct of the camp.

MINIMUM NUMBERS

A minimum charge exists for the hire of the campsite. Please enquire when booking.

BEHAVIOUR

Group leaders are asked to remind campers to respect each other, others' personal property and the environment. All noise should cease by 11:00pm. Food and drink may only be consumed in the dining room or outdoors. Enclosed shoes must be worn at all times for the safety of the campers.