

# **Welcome to Camp Harmison!**

*Thank you for choosing Camp Harmison for your group location. The Retreat and Camping Ministries staff hopes you will have an enjoyable and enriching stay on our beautiful mountainside retreat.*

## **Policies for the Use of Camp Harmison**

1. Be sure to complete the contract and return it, along with your deposit, to the Retreat and Camping Ministries Office, PO Box 429, Churchton, MD 20733. Remember, if your deposit is not received in three weeks, we cannot hold your reservation. All deposits are **NON-REFUNDABLE and NON-TRANSFERABLE**.
2. All groups must be registered with the Retreat and Camping Ministries office. Campers under 18 years of age must be accompanied by an adult.
3. Please observe the speed limit on local roads in and around Camp Harmison. The speed limit on the road up from Route 9 is **15 mph**.
4. Use or possession of firearms, alcohol, fireworks, illegal drugs, or other controlled substances is **STRICTLY PROHIBITED**.
5. Pets are welcome as long as owners abide by the West Virginia leash law which requires all pets to be leashed at all times. Camp policy requires pet owners to clean up after their pets in any mowed area on camp. Pets are not allowed in any building at any time. Any violation of the above law/policy will result in the owner being asked to remove their pet from camp property.
6. Please enjoy the sounds of nature and allow your neighbors to do the same. Noise should be kept at a minimum, especially in the evening and early morning. We discourage the use of electronically amplified noise.
7. **West Virginia forest fire warnings must be observed, for all fires located outside pavilion fireplaces. All open burns must be reported 15 minutes prior to lighting call 304-258-0305.** Open fires should be built only in provided areas after 4pm and must be extinguished before 7am. Fires must not be left unattended and bucket(s) of water and shovel must be present before and during fire. All fires must be completely extinguished before leaving camp. **Local firewood must be used.** Gathering firewood on the property is allowed – but at NO time should a tree – alive or dead – be cut or disturbed.
8. Camp property and equipment should be clean and tidy upon departure. Floors should be swept and litter gathered from your campsite. Trash must be removed upon departure and all trash taken to trash building along road.
9. Hunting on any part of the Harmison property is prohibited. West Virginia fishing regulations must be observed at all times. Campers should respect all plant and animal life. NO natural items are to be removed from the property. “Leave only footprints – take only memories.”
10. THERE ARE NO PUBLIC PHONES at Harmison, we recommend guests to **carry cell phones**. In addition, you may contact the following in the event of an emergency:  
Caretaker (Keith Puffenberger) 304-886-8550  
Fire and Rescue or Police: 911  
If emergency services are called, for physical location please provide them with:  
507 Harmison Lane, Berkeley Springs, WV for the Retreat House  
943 Harmison Lane, Berkeley Springs, WV for the Pavilions (indicate Family or Meadow Pavilion)  
*Please report observed damage and suspicious activity to the caretaker immediately.*
11. Check-in time is 3p.m. on the day of your arrival. Check-out time is 2 p.m. on the day of your departure. Early check-in/Late check-out must be coordinated with the Caretaker one week in advance and will incur a \$15 fee. Your final bill will be presented to you at the camp or sent to you. Payment is due to the Retreat and Camping Office within 10 days after your retreat. If payment is not received within 10 days, your bill will be subject to a 2% or \$25.00 late charge (whichever is greater).

# 2019 Camp Harmison Rates

\*Retreats are billed with the rates of the year of the actual event.

<p><b>RETREAT HOUSE</b></p> <ul style="list-style-type: none"> <li>- 2 large rooms sleeping 12 each</li> <li>- 2 bathrooms with showers</li> <li>- self-service equipped kitchen</li> </ul> <p>Minimum required = 8 people Maximum Capacity = 24 people</p> <p><b>Deposit/Required Minimum: \$360</b></p>	<p><u><b>Conditions</b></u></p> <p>One-night stay Two-night stay Additional nights Ages 3 and under</p>	<p><u><b>Rate per Person</b></u></p> <p>\$30.00 \$45.00 \$15.00 per night Free</p>
<p><b>DAY MEETINGS</b> In the Retreat Center</p>	<p>Half Day (0-4 hours) Whole Day (4-8 hours)</p>	<p>\$40 \$80</p>
<p><b>PAVILIONS</b> <b>Deposit = \$75.00 per pavilion/minimum payment</b></p> <p><b>Family Pavilion</b> –Offers 9 hookup sites with 20 and 30 amp and water, Community kitchen/bathhouse, children’s playground, access to God’s Open Window Chapel area.</p> <p><b>Meadow Pavilion</b> -- Offers 14 hookup sites with 20 amp and water, Community kitchen/bathhouse, large recreational field, access to Sleepy Creek and dump station.</p> <p style="text-align: center;"><b>RV/Pop ups:</b>      \$30 per night <b>Tents:</b>                \$7 per night/per person,    Additional \$3/per night/per tent for electric hookup</p>		
<p><b>SCOUT GROUPS using PAVILIONS</b></p> <p>First 1-30 Scouts and Leaders Next 30-50 Scouts and Leaders Next 50-100 Scouts and Leaders</p> <p>Use of kitchen at the Pavilion</p>	<p>\$40 deposit (will be applied to final bill)</p> <p>\$4.00 per person/per night \$3.00 per person/per night \$2.00 per person/per night</p> <p>\$25 flat rate/per weekend</p>	
<p><b>PICNIC at PAVILIONS</b> Booked within 6 weeks of event date, if space is open. April through October</p>	<p><b>Deposit:</b> \$30.00</p>	<p><b>Rate per person:</b> \$1.00</p>
<p><b>Day Guests</b> Any group that had additional day only guests</p>	<p>\$1.00 per person/ per day</p>	

**MULTIPLE FACILITY USE**

When booking the Retreat House in addition to one of the campsites, the first 18 people pay the Retreat House rate (75% occupancy) regardless of where they sleep. Additional persons actually sleeping in the Retreat House will pay the Retreat House rate. Rates for the campsites will then form the rest of the bill.

If our site staff deem it necessary to close due to the safety of our guests/property, (generally due to severe weather conditions) then that decision will be made in a timely manner to give guest groups enough notification; generally, 24-48 hours in advance when we are able. If the site officially closes, then we will work with your group to reschedule the event and move any deposits to the new date. If our site remains open but the group decides to cancel, then you will forfeit any deposit funds.

**FEES ARE SUBJECT TO CHANGE.**

**ALL DEPOSITS ARE NON-REFUNDABLE AND NON-TRANSFERABLE.**

**Retreats are billed with the rates of the year of the actual event, date of contract is not considered for billing.**

If you have questions, please call the Retreat and Camping Office at 410-867-0991 or 800-922-6795.