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**A:** Wortelgat Outreach Trust  
P.O.Box 56, Stanford, 7210

**NPO No:** 015-596  
**Trust Reg No:** IT 724/98

**Booking Request & Confirmation Form - Cottages**

**Details of Group**

Bookings for specific dates will only be confirmed on receipt of a deposit and signed booking form

Name of Group: \_\_\_\_\_

Type of Group (School, Church or Other): \_\_\_\_\_  
If other please supply details

Leaders Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Details:  
Cell: \_\_\_\_\_  
Tel: (H) \_\_\_\_\_  
(W) \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**Dates of Camp Booking:**

From: \_\_\_\_\_ To: \_\_\_\_\_

No of Nights: \_\_\_\_\_ (Minimum of 2 nights for weekends)

Expected time of arrival and departure: \_\_\_\_\_

Group Size: \_\_\_\_\_ (Note: Final numbers and requirements must be confirmed **seven (7) days** prior to the commencement of your camp – **this is the number you will be invoiced for**)  
**Accommodation (Sleeping Capacity – Maximum 40 - 45)**

Type of Camp (e.g. family, school + *Grade*, youth, mens, ladies or other – please provide details):  
\_\_\_\_\_

### Camp Rates

Rates: As quoted (\* Items under other will be quoted for separately)

Additional Information required – please indicate preferences or contact our office for more details:

Self-catered  Catering with a booked camp at Stables  Gecko  Milkwood

If “yes”, please write the amount of people in the blocks below.

Full Programming: Yes  No

or

Activities only: Yes  No

\*Other – tick if needed: Wood  - Limited supply (no last minute wood requests on during your visit)

**Deposit Due (Booking will only be confirmed once deposit has been received):**

**Payable immediately or as agreed with Wortelgat management.**

**Unless otherwise agreed** - 25% of total amount due (or minimum of R2,500.00 whichever is the greater) non-refundable deposit payable together with the submission of this form in order to secure booking.

**Note – If we are unable to accommodate your dates requested we will refund your deposit in full.**

#### **Payment Method: Electronic Bank Transfer**

Make payments to **Wortelgat Outreach Trust**

**Bank Details:** Standard Bank Hermanus, Branch Code: 050312, Current Account No: 082251126

NB: Please send proof of payment together with this form – as reference please use your group's name

### Indemnity

I/We, the undersigned, hereby indemnify, hold blameless and absolve the Trustees, management and all other persons associated with the Wortelgat Outreach Trust against and from any or all claims whatsoever that may arise in connection with any loss of, or damage to property, or injury to persons taking part in my\our camp or in the course of any programme or activity, in the knowledge that assistance and training is available on request. I/We confirm that all learners and campers have signed the standard school, church or relevant organizations indemnity form which in effect releases yourselves, your employees, agents and contractors from all claims, death, injury, damages, loss or costs arising from the camp.

I/We agree that all facilities are used entirely at our own risk.

I/We, have read this indemnity, fully understand its terms, understand that I/we have given up substantial rights by signing it, and sign it freely and voluntarily without any inducement.

I/We have read and accept all the relevant information and take full responsibility as the designated leader of the group. I/We further undertake to pay the deposit and outstanding balance on the due dates as agreed.

I/We have read the “General Information”, “Terms & Conditions” and “Rules & Regulations” sections of the booking form, and fully understand the rules stipulated.

Signed: \_\_\_\_\_ Name (Please print): \_\_\_\_\_

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

## Directions to Camp

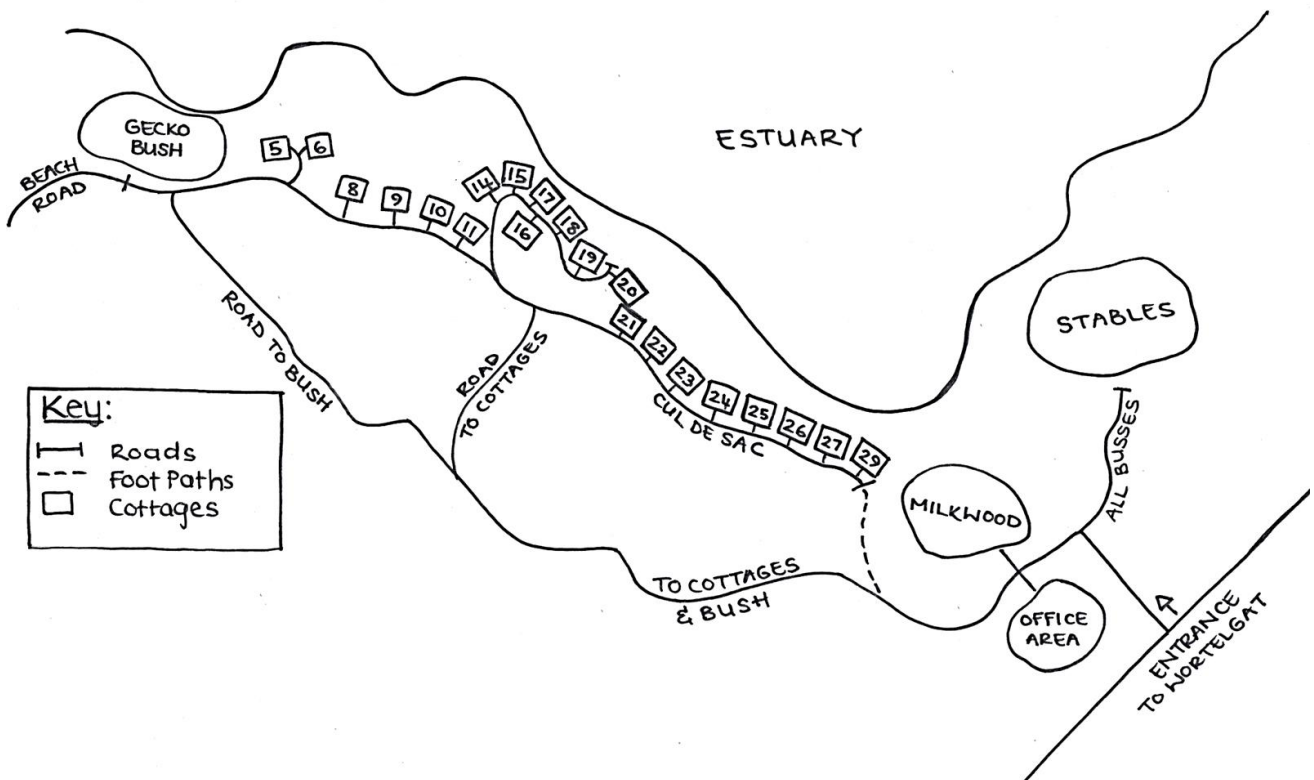
### 1. FROM CAPE TOWN ON N2

1. Take N2 over Sir Lowry's Pass and take R43 left to Hermanus / Kleinmond
2. Follow R43 through Hermanus onto Stanford
3. At Caltex garage turn right into Stanford - Queen Victoria Street
4. Travel through 2 four way stops to Moore Street
5. Turn left into Moore Street to the next stop street (becomes a gravel road)
6. Travel for 10kms past the chicken farms, Springfontein farm and through Mosaic farm until Wortelgat
7. Turn right into Wortelgat and follow signs to the office

### 2. FROM SWELLENDAM ON N2

1. Take R326 to Stanford \ Hermanus - about 11 Kms from Riviersonderend
2. Travel straight into Stanford and follow directions above

## Cottages Map



### Important

1. Unless otherwise advised arrival and departure times are as follows:

	Week	Weekend
Arrival	11h00	14h00 (Friday)
Departure	11h00	14;00 (Sunday)

2. You need to bring:

- Your own bedding and towels
- Extra toilet paper – we only provide and supply the first roll per toilet
- Matches and fire lighters, black bags
- Own food, tea towels, washing liquids and sponges
- Extension cords and two prong adaptors if necessary
- Torches
- Your own First Aid kit
- Helpful hints:
  - Bring comfortable hiking shoes
  - Clothes that can get dirty
  - Season appropriate clothing
  - Swimming costumes, hats and beach towels

3. **Lighting runs off solar power** – there are plug points for cell phones and computers. We discourage the use of other electrical appliances such as radios, CD's etc except when needed for worship or programme purposes. Please minimize the use of large sound or high amp equipment as it depletes the solar power, should you require the use of such equipment please make arrangements with our office beforehand. **No heating appliance** such as hairdryers, heaters, kettles and microwave may be used.

4. Refuse removal – all refuse to be placed in black bags and removed to designated areas.

5. In case of emergency please contact Wortelgat Management on 082 771 6660 or our office on (028) 3410 666.

6. At present there are 20 cottages available for campers use, usually by two different groups – two of the cottages (no 5 and 17) are used as the “meeting/ eating” cottages as they are big enough and well equipped for the whole group to meet. The cottages nearby are used for sleeping. The number of bedrooms in each cottage varies and cottages will be allocated according to each group's needs and size.

7. The cottages are the shareholders private homes made available for ministry purposes. Please ensure that everyone in the group treats them with respect and be considerate to other shareholders on site.

8. Each cottage has the shareholders own special touch so please **do not rearrange or move the furniture** in the cottage or between cottages, especially such items as beds, crockery and cutlery. If you need extra chairs, etc. we will make a plan!

9. Groups are responsible for their own dishwashing of plates, bowls, mugs and cutlery.

10. **A Tuckshop is available – please ask your camp leader or duty manager for more details.**

### Terms and Conditions

1. Final numbers and requirements must be confirmed at least seven (7) days prior to the start of a camp. This is required in order for us to plan and prepare for catering and programming needs. **Note your final invoice will be based on these numbers and requirements.** If actual numbers for a camp are greater than those supplied then we will invoice you separately for the difference.
2. Payment:  
The full amount for a camp due to WORTELGAT OUTREACH TRUST must be paid by no later than seven (7) days prior to the start of a camp. If this is not done WORTELGAT OUTREACH TRUST may regard the booking as cancelled by the Client.
3. Cancellations by the client:  
No cancellation will be deemed effective if not received by WORTELGAT OUTREACH TRUST in writing. We require 30 days notice of cancellation. Should you not notify us timeously the full deposit will be forfeited, should the camp not be relet. If the cancellation is received within 7 days or less of the commencement of a camp, the following charges will apply  
- 7 to 0 days – 75% of the total costs
4. Cancellations by the company:  
WORTELGAT OUTREACH TRUST reserves the right to cancel a camp, in any circumstances, and all camps shall operate subject to a minimum number of participants per camp. In the instance where WORTELGAT OUTREACH TRUST cannot provide the camp booked, then WORTELGAT OUTREACH TRUST will return to the client all monies paid, which shall constitute the full extent of WORTELGAT OUTREACH TRUST'S liability to the client, or WORTELGAT OUTREACH TRUST may offer the client an alternative camp of comparable standard.
5. Alterations:  
No employee or representative of WORTELGAT OUTREACH TRUST has the right neither to alter, vary, waive the right of these conditions, nor to undertake any liability whatsoever on behalf of WORTELGAT OUTREACH TRUST, unless such be in writing and signed by the members of WORTELGAT OUTREACH TRUST.
6. Baggage:  
All personal property, baggage and personal effects are at all times at the participants own risk and WORTELGAT OUTREACH TRUST cannot accept liability for any loss or damage to personal property, baggage or personal effects.
7. Information:  
Information given in the brochures, leaflets, and advertising is given in good faith by WORTELGAT OUTREACH TRUST and these are based on the latest information at the time of publication. While every endeavour is made to keep to the prices for camps, WORTELGAT OUTREACH TRUST reserves the right to increase costs at any time due to unforeseen increases to which it may be subjected.
8. Photographic material:  
Participants should be aware that the staff and representatives of WORTELGAT OUTREACH TRUST may take photographs and films of the participant while on any camp, and WORTELGAT OUTREACH TRUST reserves the right to use such material for any advertising, brochure or publication without obtaining consent or payment to the participant.
9. Jurisdictions and Law:  
This application is subject to the jurisdiction of the courts of the Republic of South Africa and shall be interpreted under the laws of the Republic of South Africa.
10. Severability:  
If any part, term or provision of this application is held to be illegal or unenforceable, it shall not affect the validity of enforceability of the remainder of the application. Furthermore, if any covenants are held illegal or unforeseeable by virtue of its scale, extent or duration, it shall remain valid and enforceable in such reduced scale, extent or duration as any court may decide as being the maximum scale, extent or duration permissible.

### Rules and Regulations

Rules include but are in no way limited to the following:

1. No person may participate in any activities (including but not limited to abseiling and hiking trails) unless they have been authorised to do so by WORTELGAT OUTREACH TRUST staff or are under the supervision of WORTELGAT OUTREACH TRUST staff.
2. Participants must wear full protective and safety gear for each activity as instructed by any staff member of WORTELGAT OUTREACH TRUST.
3. Participants must engage in all activities in a safe manner.
4. Participants must obey the safety instructions of WORTELGAT OUTREACH TRUST staff at all times.
5. Smoking is prohibited in the camp and restricted to designated areas only. Due to potential fire risk please ensure that all cigarette butts are thrown into bins and not on the ground.
6. Alcohol and illegal drugs are prohibited.
7. No profanity or vulgar language is permitted.
8. No fire-arms or weapons are allowed.
9. No animals are allowed.
10. No candles may be used.
11. Fires may only be made in designated areas.
12. Vehicles may only be parked in designated areas.
13. Campers must obey all posted rules.
14. Campers will be ejected from a camp with immediate effect and without refund for any of the following reasons:
  - a. Fighting or other aggressive or disruptive behavior.
  - b. Using or being in possession of alcohol.
  - c. Using or being in possession of illegal drugs.
  - d. Being in possession of any weapons.
15. WORTELGAT OUTREACH TRUST reserves the right to terminate and eject anyone from a camp at any time for any reason deemed necessary without refund.
16. Violations of rules may result in ejection from and cancellation of a camp without refund.