



thousand pines

outdoor educators

Orrenmaa Elementary
3350 Fillmore
Riverside, CA 92503
951.358.1635

March 9, 2020

Original

Attendance Dates

11/17/2020 - 11/20/2020

We, Orrenmaa Elementary do agree to use Thousand Pines Outdoor Educators, LLC at the facilities of Thousand Pines Conference Center from 11/17/2020 to 11/20/2020, and agree to the following:

A. ATTENDANCE

We guarantee a minimum total number of **71** students in full time attendance, with a maximum attendance of **78** students, and an estimated actual attendance of **75**. Any number of students above the guaranteed number will be accommodated based on availability. We will notify Thousand Pines Outdoor Educators, LLC of the actual number of students (# of boys and # of girls) to attend at least two weeks before arrival.

Initials

B. FEES

Each student will be charged at the rate of \$285.00 for the above dates. Registration fees for early departures, are non-refundable.

This rate will include:

- 3 nights lodging, arriving at 10:30 AM and departing at 10:00 AM
- 9 meals, starting with Tuesday Lunch and ending after Friday Breakfast.
- We will do our best to ensure the following ratio: A qualified program instructor to fourteen students to guide students through our program elements.

Initials

We agree to pay a minimum guarantee of **\$20,235.00** for a minimum of **71** full-time guests. A non-refundable deposit of **\$2,023.50** (10% of estimated student registration fees) is due no later than **Wednesday, April 8, 2020**, along with the signed contract. Dates will not be confirmed/secured until both the contract and deposit are received. You will receive a final invoice reflecting your balance two weeks prior to your arrival. All fees are due and payable before leaving camp. Any additional fees accrued due to increase in attendance, damages, etc. will be charged on an additional invoice submitted to the school upon departure.

Thousand Pines Outdoor Science School requires every person attending a retreat to complete an online registration, medical history, and activity release form. This will be the only registration form accepted by Thousand Pines. There is a \$2.50 processing fee, which will be billed to Orrenmaa Elementary, and added to the invoice. Including this processing fee, the minimum amount due will be **\$20,417.50**

Initials

C. CANCELLATION & REBOOKING

Should your School/District cancel its reservation 180 days (6 months) in advance, all monies but the deposit amount will be refunded. Fewer than 180 days (6 months), the School/District is obligated to meet the full financial requirements of this contract. Should the School/District desire to change its reservation dates, the school shall be assessed no additional fees or penalties if it contracts for a date within the same fiscal year. If the re-booking date falls in the subsequent fiscal year, the full, contracted fees due shall be paid by the end of the originally contracted fiscal year. The School/District may decrease its guaranteed minimum by no more than 20% without restrictions until 90 days before the program date. If the school needs to decrease its guaranteed numbers and their beginning fiscal year is within the 90 day (3 month) period of their program date, the school has 30 days from the beginning of schools fiscal year to decrease its numbers by 20% without penalty. Requests to increase student registration will be based upon availability and is subject to approval by Thousand Pines Outdoor Educators. In the event that a reservation is canceled by Thousand Pines Outdoor Schools due to uncontrollable acts of nature, neither the School/District nor Thousand Pines Outdoor Educators will be held responsible or penalized in any way. All monies except the deposit will be refunded to the School/District. The non-refundable School/District deposit will be applied to a rebooking.

Initials

D. HOLD HARMLESS

The School and/or District shall hold harmless, defend and indemnify Thousand Pines Outdoor Educators, its officers, agents and employees from any and all claims for damages resulting from the acts or omissions of the School District, its officers, agents, employees and pupils with the respect to the Thousand Pines Outdoor Science School Program. Thousand Pines Outdoor Educators shall hold harmless, defend, and indemnify the School/District, its officers, agents, and employees from any and all claims for damages resulting from the acts or omissions of Thousand Pines Outdoor Educators, its officers, agents, and employees with respect to the Thousand Pines Outdoor Program. Thousand Pines has performed background checks and fingerprinting of their staff members.

E. REGULATIONS

We agree to comply with the following Thousand Pines Outdoor School's policies:

1. The School shall provide, two weeks prior to arrival, the School Arrival Details, Cabin Grouping Form and Student Care Worksheet. We also request all schools to submit an Endorsed Liability Insurance certificate naming Thousand Pines Outdoor Educators as an *additional insured*.
2. The School shall administrate the online registration, medical history, and activity release form provided by Thousand Pines Outdoor School to be completed by each person attending the camp before the arrival date.
3. All medications (prescription and non-prescription) shall be collected by the School from the students and submitted to the Thousand Pines Health Specialist upon arrival to Thousand Pines.
4. Prior to students boarding buses or travel vehicles, all students need to have their temperature checked. Any student whose temperature is 100 or above will need to stay at school until temperature is normal and all symptoms of illness are gone.
5. The School/District shall retain responsibility for its students from the time of departure from home ~~start~~ to the time of return to the home school.
6. The School/District shall provide certified employees to participate and take an active role in the program and supervision of students and must remain on camp premises throughout the program.
7. Minimum of 2 teachers/school staff.
8. Teachers will be required to supervise all sick students until they are sent home or they are feeling better.
9. All Schools are required to bring a transport vehicle to Thousand Pines. Transportation would be used to transport non-life threatening emergencies to urgent care.
10. Students' medical prescriptions will be handled by the Thousand Pines Health Specialist; the T.P.O.S.S staff will have the primary responsibility in first aid situations. The Leadership staff will remain in communication with school staff regarding status and disposition of any accident/illness.
11. School staff and Thousand Pines staff are to work cooperatively involving students in activities that promote appropriate environmental ethics and social behavior. The Thousand Pines Outdoor Educator Leadership shall be involved in the final determination regarding any student's behavioral infractions.
12. FIREARMS, WEAPONS, B-BGUNS, ARCHERY EQUIPMENT shall not be brought to Thousand Pines.
13. ALCOHOLIC BEVERAGES, TOBACCO AND ILLEGAL DRUGS will not be permitted at any time on the Thousand Pines property.
14. PETS are not permitted at the outdoor science school.

Authorized School Signature: _____ Date _____

Typed or Printed Name: _____ Title/Position _____

Thousand Pines Signature _____ Date _____

Thousand Pines reserves the right to change program schedules for schools who have not secured their program dates with a signed contract and full deposit by the contract due date.

Thousand Pines Outdoor Science School- 359 Thousand Pines Rd. - PO Box 3288 Crestline, CA. 92325
909-338-8900 phone - 909-338-3511 fax – info@thousandpinesoutdoored.com – www.thousandpinesoutdoored.com



Event Invoice for Orrenmaa Elementary

Thousand Pines Outdoor Science School

P.O. Box 3288

Crestline, CA. 92325

Invoice Name: TPOE Orrenmaa 11/17-20/20

Invoice Number: TPOE-0008112

Event Start Date: Tuesday, November 17, 2020

Event End Date: Friday, November 20, 2020

Customer Name: Orrenmaa Elementary

Billing Address:
3350 Fillmore
Riverside, CA
92503

Contract

Deposit Due By	Contract Min	Deposit Due
4/8/2020	\$20,235.00	\$2,023.50

Products

Product	Description	Actual Quantity	Unit Price	Actual Price
4 Day TPOE Program		75.0	\$285.00	\$21,375.00
Teacher/Aide		2.0	\$110.00	\$220.00
Processing Fee		77.0	\$2.50	\$192.50
				Total Actual Amount: \$21,787.50

Adjustments

Description	Discount
Pay On Time Discount (3%)	(\$641.25)
Free Teacher Registration (2)	(\$220.00)
Discount: \$861.25	
Net Amount: \$20,926.25	

Payment Information

Payment Name/Code	Date of Payment	Check Reference number	Payment Methods	Amount Received
				Total Received: \$0.00

Remaining Balance \$20,926.25

Contract Minimum Due By 11/3/2020

Payment Options: Cash, Check, eCheck, Credit Card (3.5% Credit Card Transaction Fee Applied)

Special Terms