

Event Date: _____

Reserved Date: _____

Attendance: _____

Facilities Reservation Form

PO Box 545, 1500 N Hwy 20, Watertown, SD 57201

Phone: 605-886-3165

Email: info@midwestministries.org

Web: www.midwestministries.org

Reservations for Adults or

Adult Supervised Children/Youth Groups



MIDWEST BIBLE CAMP AND CONFERENCE CENTER

Where the Sun Always Shines

Event Title: _____

Name: _____

Address: _____

Cell Phone Number: _____ Other Phone Number: _____

Date/Day of Arrival: _____ Time of Arrival: _____

Date/Day of Departure: _____ Time of Departure: _____

Email Address: _____

How many are expected to attend: _____ Parking Needs: _____

Check any buildings or facilities that you may use:

General Facilities:

- Auditorium \$250.00/day
- Pavilion \$75.00/day
- Youth Center \$25.00/event
- Fellowship Room \$50.00/event
- Kitchen \$50.00/event
- Dining Hall \$150.00/6 hours
\$250.00/full day
\$350.00(Fri & Sat)
\$500.00(Fri, Sat, Sun)

Outdoor Equipment:

- Mini Golf
- Bicycles
- Volleyball
- Basketball
- Gaga Ball Pit
- Playground
- Fire Pit
- Barrel Train
- Disc Golf

Others:

- Coffee Service \$30/event
- Ice Cream Service \$40/bag - 100
- Dinnerware
- Additional Tables
- Additional Chairs
- Sound System
- Microphone(s)
- Projector
- Griddle (needs instructions)

Dining Hall Setup: _____ Tables _____ Chairs (Draw room layout on reverse side as needed.)

Disposable Dinnerware:

(\$1.00/setting)

- _____ Dinner Plates
- _____ Salad Plates
- _____ Dessert Plates
- _____ Bowls
- _____ Forks/Spoons/Knives
- _____ Coffee Cups
- _____ Glasses
- _____ Napkins

Camp Dinnerware:

(\$1.25/setting OR \$.25/setting if you wash/dry)

- _____ Dinner Plates
- _____ Salad Plates
- _____ Dessert Plates
- _____ Bowls
- _____ Forks/Spoons/Knives
- _____ Coffee Cups
- _____ Glasses

_____ Tablecloths _____ Color(s)

Empty trash in trash receptacles.

Thank you for helping us maintain a family friendly environment. No alcoholic beverages or illegal drugs are allowed on the property. No use of tobacco inside any building. No unregistered guests are allowed to spend the night. The speed limit is 5 miles per hour. Pets are not allowed inside any buildings and pets must be leashed. Pet waste must be picked up immediately. Barking dogs, loud noise or music is not allowed.

You will be charged for any damaged or missing items.

Office Use Only:

Attendance: _____

\$ 150.00 NON-REFUNDABLE Deposit Received? ___ No ___ Yes, Date Received _____

Check# _____ Cash Credit Card Amount Received _____

Total amount remaining due: _____ Date Paid: _____

Card Holder's Name: _____

Card Holder's Billing Address: _____

City: _____ State: _____ Zip: _____

Credit Card Type: Visa MasterCard Amex Discover

Card Number: _____

Exp. Date: _____ CVC: _____

By Signing below, you authorize Midwest Bible Camp to charge your account the appropriate amount for rental usage. Guest agrees that they are responsible for any damaged or missing items.

Signature

Date