

**CAMP MEKOKIKO  
AGREEMENT & POLICIES**

This Agreement is made between Hawaii United Methodist Union, referred to in this Agreement as “I,” “we,” or “our,” and the following organization, referred to in this Agreement as “you” or “your”:

Name of Non-Profit Organization: \_\_\_\_\_  
(Please print)

Contact and Responsible Party: \_\_\_\_\_  
(Please print name)

Phone Number for Responsible Party: \_\_\_\_\_  
(Please print phone number including area code)

Address for Responsible Party: \_\_\_\_\_  
\_\_\_\_\_  
(Please print address)

Email address for Responsible Party: \_\_\_\_\_  
(Please print email address)

Date of Arrival:\* \_\_\_\_\_  
(Month, Day, and Year)

Time of Arrival:\* \_\_\_\_\_ am / pm  
(circle am or pm)

Date of Departure:\* \_\_\_\_\_  
(Month, Day, and Year)

Time of Departure:\* \_\_\_\_\_ am / pm  
(circle am or pm)

Deposit Check Attached: \$ \_\_\_\_\_  
The Deposit is \$50 per night of stay or \$125,  
whichever is greater.

\*You will be invoiced for your total fees based on the answers given to these (\*) questions. Please note our rate sheet is on our website if you do not have a copy (mekokiko.com <Look in the *reservation* link>). Full payment is required before check-in.

**Payments and Papers**

Your deposit holds your reservation for your desired dates. You have no reservation without your deposit.

Payment for your invoiced charges must be received at least 7 days prior to your arrival and accompanied by all of your completed release forms. Again, participants will not be allowed at camp without submitting a completed release form.

Payments must be made payable to **Camp Mekokiko** and mailed to

*Ted Lesnett, Director  
Camp Mekokiko  
59 Ala Muku St  
Hilo, HI 96720*

By signing this Agreement, you agree that you have read this Agreement in its entirety below, and agree on your behalf and all persons using Camp Mekokiko under this Agreement, to be bound by all of the terms and conditions contained in this Agreement.

NAME OF NON-PROFIT ORGANIZATION:

\_\_\_\_\_  
(Please print)

BY RESPONSIBLE PARTY:

\_\_\_\_\_  
(Please print)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Date)

Please note that in addition to the above, all users will need to individually fill out and sign the Liability Waiver on pages 9 - 10.

## **General Information**

Camp Mekokiko (“the Camp”) is a camp and retreat property owned by the Hawaii United Methodist Union. “Mekikiko” means “Methodist” in Hawaiian.

The Camp is a 36.5-acre mountain site on the lower slopes of Mauna Kea at the northern end of the Hamakua Coast on the Big Island. Located on the windward side, the Camp is lush and green, with over two miles of walking trails. The experience of the outdoors and nature is easily obtained, and at 1,900 feet elevation, the vistas are rewarding.

## **Potential Hazards**

The Camp consists of almost 40 acres of forest. As with any wilderness environment, all campers should at all times be aware of hazards in this environment. These hazards include, but are not limited to:

*Falling branches or trees (especially when there are windy conditions).*

*Rushing water in gullies during heavy rain. These may occur without warning due to rains farther up the mountain, even when there is no heavy rain at the Camp.*

*Tree stumps, loose gravel, uneven ground, depressions and small holes in the ground.*

*Insects, such as centipedes, mosquitoes, bees and wasps, and spiders*

*Wild pigs.*

Use of the Camp permitted only if all persons staying at the Camp sign the Release provided.

## **Reservations**

Deposit. The required deposit is a minimum of \$125 or \$50 per day of reservation, whichever is greater.

Cancellations. Cancellation less than 14 days prior to check-in date will reduce your deposit by \$125.

Rates (State Tax Additional)

LODGE

**DAY** (6am check-in, 6pm check-out)

\$125 flat fee plus \$5 per person

**OVERNIGHT** (1pm check-in, 9am check-out; earlier check-in additional fee)

\$200 flat fee plus \$10 per person

TENT SITES

**OVERNIGHT** (1pm check-in, 9am check-out; earlier check-in additional fee)

\$15 per person, 4 person minimum per group, based on a minimum of 2 persons per tent-site, and a maximum of 4 persons per tent-site.

**Policies and Rules**

Responsible Person. The responsible person, the person who signs the rental agreement, must be present at check-in and departure in order to observe the condition of the facilities, the same condition in which they must be left at departure. Campers will not be allowed into the facilities until the responsible person checks-in.

Check-In. The manager of the Camp ("the Camp Manager") will accompany your group's responsible party for inspection at check-in and prior to your departure. Your deposit refund will be mailed from our corporate offices within three weeks of departure less any applicable cleaning or damage charges as detailed below.

Lodge. The Lodge is a two story, 1440 sq ft building, that contains a kitchen, loft, dining area, deck, and meeting space. The dining/meeting area has four wood dining tables seating six, and twenty-four matching wood upholstery covered chairs. There is a wood burning stove and plenty of firewood for cold or wet days. Maps of the area are on the walls. There is a desk, CD/cassette stereo player and receiver, sofa, rocking chair, white board and bulletin-board too. The bottom floor of the Lodge is tiled. The loft has carpet and a second sofa. There is a small library in the loft.

The Lodge has one "out-going local calls only" phone. It does not ring and you cannot receive calls on it. Messages for your group will be taken by the Camp Manager and relayed to your group leader (808-776-1531). The phone line cannot be used for modem access for a computer. The Lodge is equipped, however, with DSL wireless "N" service for any computer having wireless access. The connection is open, not encrypted, and there is no password required.

Kitchen. The kitchen is well equipped with a large refrigerator that has an ice-maker, a six-burner propane commercial stove and oven, island cutting block, microwave, cooking utensils, knives, pots and pans, cookie sheets, muffin pans, coffee makers, juicer, china, silverware, glassware, ample counter-top space, roll-out shelving, deep aluminum sinks, excellent lighting, tile flooring, dish cloths, hand towels, and so on.

You will need to bring all of your own food, spices, oils, etc. If you do not want to use and wash the dishes provided, you will need to bring your own paper goods, including paper towels, napkins, and so forth.

When you leave, the refrigerator should be completely clean and empty. We provide rubbish service; you do not need to haul your trash. For your convenience we have a HI-5 recycle container. Do not put HI-5 recyclable aluminum or plastic containers in the rubbish. Please, either take the HI-5 containers with you, or put in the HI-5 recycle container.

Bath House. Phase One has a detached bath house with “her” and “his” accommodations, including hot water. Please be environmentally conscious, and minimize use of water and energy. The Camp provides toilet paper.

Septic Issues. Phase One is a temporary user facility and has a very limited septic system. Therefore we limit all chemicals that enter the system to protect and promote natural drainage. Therefore we provide *septic safe* hand washing, dishwashing, scouring liquids, bathroom cleansers, and toilet paper (single ply). Do not bring or use any cleaning solutions other than those provided. We use laundry discharge as gray water so you may, however, bring your own laundry soap and additives.

Grounds. Phase One has five acres of grass fields and orchards. Along the entrance and throughout the orchard there is a botanical trail displaying 40 different endemic plants and trees. There is a brochure available for in-depth explanation of each marked exhibit. The orchard has many tasty fruits which you can pick and eat or juice; however, please only consume fruits you are certain are safe and non-allergenic to persons in your group. There is a horseshoe playing area, and the Camp also has some sports equipment for use. Accordingly, you will want walking and/or sports shoes. Binoculars are especially useful if you want to observe the native birds that populate our trees.

Be aware of driveway lighting. If anyone in your party drives off the road and destroys any of the lights, the replacement costs will be deducted from your deposit.

Parking. The parking lot will hold 20 vehicles. Access to the property must be by car or van. Buses are prohibited by the County of Hawaii. All vehicles must park in the parking lot. The road that runs by the Lodge is the fire lane to the rear of the property and must never be blocked. Loading and unloading is permitted at the Lodge, but your vehicle must be moved to the parking lot immediately following loading or unloading.

Gates. The Camp driveway is locked every night.

Perimeter Fence. The entire Camp Boundary are clearly marked by fence. You are limited in your hiking and wandering to the Camp property. You may not cross over any boundary onto adjoining property.

Keys. You will be issued keys for the Lodge, and laundry room. The keys shall not be copied. If you need more than one set, please advise us prior to your check-in. Lost key(s) will incur the cost of changing locks and will be deducted from your deposit.

Pets. Pets are not allowed.

Supervision. We require a ratio of one adult to every four youths (defined as under the age of 19) when youth are at Camp. This is strictly enforced.

Noise. Excessive noise is prohibited and the Camp Manager is the sole judge of what is excessive. That said, the Camp is remote and can withstand a great deal of joyful sound.

Cooking. The State of Hawaii and the County of Hawaii prohibit us from providing meal service. Therefore you either must cook your own meals or have them catered. (Tex's Drive In in Honokaa, a 10 minute drive, will prepare for your take-out complete meals. Their phone number is: 775-0598.)

Cleaning. We provide dish towels and kitchen hand towels. All dishes, pots, pans, etc., are expected to be washed and returned to their labeled place upon departure. We do have cleaning supplies for cleaning the showers, toilets, and mops and brooms, as well as a vacuum, for cleaning the Lodge during your stay. At departure, the lodge, laundry room, and bathrooms are expected to be thoroughly cleaned. Used pillow cases should be removed from the pillow and piled up for our laundry service following your departure. At check-out all furniture is expected to be located where it was at check-in.

Your required deposit will be reduced by any clean-up charges, and your organization will be billed for any costs that exceed your deposit. The camping ethic is to leave the Camp cleaner than you found it. We try to provide a spotless well-maintained environment, and have a zero-tolerance for damages: mark on a map and you've bought a replacement; break a cot and you've bought a replacement; pound a nail into the wall and you will be billed for repairs; forget to clean the stove or refrigerator and you will be billed cleaning time.

If you have used the wood stove in the Lodge, be sure to completely extinguish the fire, so that it is cold and there are no flames or embers. Empty the ashes when cold into a fireproof garbage can. Billing for damages includes time to shop as well as replacement cost. Cleaning and repairs are billed at \$40 per hour.

## **Miscellaneous Items**

Camp Manager. The Camp Manager resides on the property. He or she may not remain on the property during your entire stay depending on the duration of your reservation. This may include day errands or an over-night absence. He or she will always be available by phone. If you have any issue with any absence, please consult with the Camp Manager prior to the cancellation deadline.

Medical Facilities. There is a 24 hour Emergency Room at Honokaa, which is 15 minutes away by car, and a hospital in Waimea, which is 35 minutes away by car.

Prohibitions: Alcohol, illegal drugs, and firearms are not allowed. All terrain vehicles, or ATVs, are prohibited beyond the parking lot, but you may want to bring a mountain bike for the trails. Guest may not cut or damage plants or trees, dig holes, or otherwise alter or abuse the land. Camp fires may only be started and extinguished by the Camp Manager or under the Camp Manager's supervision.

Other Information. Other information on the Camp can be found on our webpage: mekokiko.com

## **Things Provided and Things to Bring**

### Day Usage

For individuals desiring to walk the botanical trail or through the orchard, walking shoes are desirable. We provide a good supply of umbrellas in case of rain showers. Please dry the umbrellas before storing them.

### Overnight

For groups staying over-night, there are fourteen very comfortable Swedish cots, and a good supply of blankets and pillows in the loft. Campers will need to bring their own toiletries, wash cloths, towels, and perhaps slippers for use in the lodge.

There is a coin-operated laundry room with commercial washer and dryer. Washers cost \$2.00 per load and dryers cost \$1.50 per load. It is often used when it is rainy. Soap can be purchased for \$0.75 a load, or you can bring your own.

It is highly recommended that you bring a flashlight if you plan to wander beyond the Lodge at night. On a cloud covered night, or moonless night, you won't see your nose without a flashlight!

Binoculars are especially useful if you want to observe the constellations, moon, Jupiter or Saturn at night.

## **Release Form**

I will make the required number of copies of the Release Form below and have all Camp participants sign the Release Form. In the case of minors, I will have a parent or legal guardian sign the Release Form.

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CAMP MEKOKIKO  
WAIVER AND RELEASE OF ALL LIABILITY  
ASSUMPTION OF RISK

=====

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NAME

-----  
AGE (if minor)

-----  
ADDRESS

-----  
CITY

-----  
STATE

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PHONE

A. In consideration of the privilege and pleasure to be derived by me, my family and friends and all others who use the Mekokiko Camp (“the Camp”), I hereby pledge that I am responsible for my own safety and that I ASSUME ALL RISKS OF INJURY AND ALL RESPONSIBILITY AND LIABILITY FOR ALL ACTS OR ACTIVITIES of myself, my family, and others who are at the Camp at my invitation for any and all damages or injury that may be caused by or to any or all of us in any way growing out of or resulting from the use and occupancy of the Camp. The Camp includes the improvements and all other natural or man-made features within the Camp. Risks include, but are not limited to:  
Falling branches or trees (especially when there are windy conditions).  
Rushing water in gullies during heavy rain. These may occur without warning due to rains farther up the mountain, even when there is no heavy rain at the Camp.  
Tree stumps, loose gravel, uneven ground, depressions and small holes in the ground.  
Insects, such as centipedes, mosquitoes, bees and wasps, and spiders.  
Wild pigs.

B. I HEREBY RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE HAWAII DISTRICT UNITED METHODIST UNION, CALIFORNIA-PACIFIC ANNUAL CONFERENCE, OR ANY OF THEIR INSURERS, OFFICERS, DIRECTORS, SHAREHOLDERS, AGENTS, EMPLOYEES OR OTHERS RENDERING SERVICES (hereinafter “THE CAMP, ET AL.”) from and for any and all bodily injury, death or property damage which in any way grows out of or results from any activity sponsored or conducted by THE CAMP, ET AL., whether any such claims may be based upon alleged active or passive negligence, or otherwise, or upon participation in the wrong, or upon any alleged breach of any statutory duty or obligation.

C. I HEREBY AGREE TO INDEMNIFY, DEFEND AND SAVE AND HOLD HARMLESS

THE CAMP, ET AL., from all loss, liability, damage, or costs which THE CAMP, ET AL., may incur for any and all losses or damages for bodily injury, death or dismemberment, or damage to property which in any way is caused to me or by me or results from the activities of any person who is at the Camp at my invitation.

D. I HEREBY AGREE to follow all rules and policies for the Camp, and to use due care to avoid injury to myself or others.

E. I EXPRESSLY AGREE THAT THIS WAIVER OF LIABILITY AND ASSUMPTION OF RISK is intended to be as broad and all inclusive as is permitted by law. If any portion hereof is held invalid or unenforceable, I agree that the balance shall, notwithstanding, continue in full legal force and effect.

F. BY SIGNING BELOW, I WARRANT that I fully understand this Waiver of Liability and Assumption of Risk and that I am agreeing on behalf of myself and my estate, heirs, assigns and representatives not to sue THE CAMP, ET AL., or hold them liable for any injuries, including death, resulting from activities at THE CAMP, ET AL. I fully understand and intend to be bound by this agreement and affirm that I am eighteen (18) years of age or older, and under no legal disability.

SIGNATURE

DATE

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CONSENT BY MINOR'S PARENT OR GUARDIAN

NAME OF MINOR

DATE OF BIRTH OF MINOR

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I represent that I am the parent or legal guardian of the minor named above. I have read and fully understand this Waiver of All Liability and Assumption of Risk agreement and by signing below consent to all terms and conditions of this agreement on behalf of the minor and the minor's family, heirs and personal representatives.

SIGNATURE

DATE

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PRINT NAME

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