

APPLICATION FOR USE OF THE PROSPECT YOUTH CENTRE

Name of Group/Organisation: _____

Group Contact: _____

Street Address: _____

_____ P.O. Box # _____

E-mail address: _____

Phone #: _____ Fax #: _____

Type of Group (please check one of the following):

- Conference Room only Accommodation/Residential/overnight group

Number in group _____ Number of leaders/organisers: _____

Age range of group: _____

Purpose for which the facility is required (please check one of the following):

- conference/seminar party (reception/shower/birthday party/picnic)
 sport/games retreat/sleepover/lock-in
 worship service camp
 training event accommodation/holiday
 other (please specify) _____

Please check which of the following facilities you require

- Hall Kitchen one dorm only both dorms play court

Date(s) and Time required:

Arrival: Date _____ Time _____ a.m. / p.m.

Departure: Date _____ Time _____ a.m. / p.m.

I/We have read and clearly understand the rules for use of the *Prospect Youth Centre* and agree to abide by them or accept the penalties stated or implied therein. In addition, I/we agree to be responsible for full payment of the agreed fee upon arrival at the *Prospect Youth Centre* on the date specified above. I/We also accept full responsibility for the use of this facility and all the facility's equipment, and promise to indemnify the *Prospect Youth Centre* in the event of damage or loss in excess of the deposit.

Signature: _____ Date: _____

For Official Use Only:

Deposit: Date Paid _____ Date Returned _____

Fees: Amount Paid _____ Paid in \$CI [] \$US [] Paid By: Cash [] Cheque []



PROSPECT YOUTH CENTRE

(Owned and operated by the United Church in Jamaica and the Cayman Islands)
294 Prospect Point Road ~ P.O. Box 1700 ~ Grand Cayman KY1-1109 ~ CAYMAN ISLANDS
Telephone: (345) 947-1963 (Office) Fax: (345) 947-1615 e-mail: youth@candw.ky
Check out our web site at <http://www.unitedchurch.org.ky/accommodation/Cayman>

Rules for Use of Facilities

- A Christian life-style at the Centre is mandatory for all registering groups. Consumption, holding or use of alcoholic beverages or drugs (except those prescribed by a physician), violence, vulgarity, immorality, are not permitted. The United Church has full authority to expel any person/ group if this is ignored or contravened.**
- Facilities (air-conditioned dormitories and/or kitchen/hall):**
 - Bunks, mattresses and pillows are provided for groups requiring the use of the dorm / dorms. **All linens and other bedding must be supplied by the group or members of the group.**
 - Kitchen facilities are available for food preparation or service and is equipped with full kitchen facilities, dinnerware, and basic cooking equipment. **It will be the responsibility of registering groups to make their own arrangements for purchasing and preparing food.** Drinking water is provided.
 - Regular maintenance of the facilities will be done by the United Church. **Groups using the Centre will be responsible to leave it in as good a state of order, repair and cleanliness as when they arrived.**
- At least one adult advisor shall accompany youth and student groups. It will be the responsibility of the adult advisor to see that the above conditions are adhered to.
- Fees:** Groups using the facility will be charged an accommodation fee according to the Rates below.
- Security Deposit:**
 - *Securing your booking* will require a deposit of CI\$150.00 / US\$187.00 to be paid at least FOUR (4) WEEKS in advance of your date of arrival.
 - Cancellation Policy:* The deposit is non-refundable if a cancellation without sufficient notice to allow replacement bookings is made (i.e. less than FOUR (4) WEEKS)
 - Damages to Property:* The cost of any damages to the property caused by any group using the facility will be met from the deposit. Damage or loss in excess of the deposit must be paid by the users. The deposit will be refunded as soon as possible after the building has been checked, if the facilities and equipment are found to be clean and undamaged.

RATES

SECURITY DEPOSIT: CI\$150.00/US\$187.00 (see above)*

RENTAL FEES: CONFERENCE ROOM (only) or Overnight ACCOMMODATION (includes conference room):

Conference Room/hall - separately:
CI\$23.00 per hour or \$165.00 per 8-hr. day

Residential/Overnight Groups:**
Accommodation : CI\$16/US\$20 per person per night.***
(over 2 nights & 40 persons in group will receive 5% discount.)

** The facility has two separate dorms, each of which can accommodate up to 30 persons, each divided into two separated (same sex) sleeping quarters, plus joint bathroom facilities and one leader's room with a double bed. Note, larger groups renting both dorms can use 2 or 3 of the sleeping quarters for one gender, using the bath in one dorm. For smaller groups renting just one dorm, if there are both males and females, using the separate sleeping quarters, as there is then only one bathroom, leaders will need to ensure this is used by the genders separately. (There are 3 additional showers in the basement, accessible from both dorms.)

***Groups under 15 (1 dorm) or 30 (2 dorms) will be assessed a higher rate & enquire from Prospect Youth Centre's Office.