



Updated September 2021

## HOLMES CAMP AND RETREAT CENTER Additional Contract Policies for Coronavirus and Special Accommodations

Holmes Camp & Retreat Center has reopened with limited availability and reduced staff as a result of the 15 month Covid19 closure.

Holmes Camp & Retreat Center will establish on-site procedures following the guidelines set by federal, state, and local officials. Your rental group assumes responsibility for monitoring its group members and maintaining Covid-19 protocols while on site. For current information on masking requirements and other on-site safety protocols please visit [holmescamp.org/covid19](http://holmescamp.org/covid19) regularly as you plan your event.

If closures or public gathering size restrictions are recommended, Holmes will work with groups scheduled during that time to find a new date before December 31, 2022 and use their deposit toward the new date.

Once Holmes Camp & Retreat Center can, following appropriate guidance, resume business as usual should a group choose to cancel or reschedule their event for any reason, they will forgo the initial deposit. Any other payments made, as long as the cancellation was prior to two weeks before the event, will be reimbursed.

Because information regarding the Coronavirus and best practices are constantly changing, Holmes Camp and Retreat Center reserves the right to update this policy as needed.

Holmes Camp is not responsible for individuals contracting or being exposed to the Covid-19 virus. It is recommended that you do temperature checks, health questionnaires, or require a negative rapid test result for attendees who are not vaccinated. It is recommended you see proof of vaccination for those who are vaccinated. Holmes must be notified of any positive cases of Covid 19 – as they must be reported immediately to the local and state health departments.

### PRIOR TO YOUR VISIT - RESERVATION PROCEDURE

- A signed **Guest Confirmation and Rental Contract** is required.
- We require each group to provide a **Certificate of Insurance (COI)** prior to their visit.
- **You must provide our office with a guest list for all participants, regardless of the amount of time spent at camp, prior to your visit, for contact tracing. Any additions or changes after arrival must be emailed to [Holmes@holmescamp.org](mailto:Holmes@holmescamp.org) before leaving.**

This document is in addition to, and overrides, your current Guest Confirmation and Rental Contract. Please sign both documents and return to Holmes Camp and Retreat Center at the address below or by email: [Holmes@HolmesCamp.org](mailto:Holmes@HolmesCamp.org).

\_\_\_\_\_  
Signature, Rental Group

\_\_\_\_\_  
Date

Holmes Presbyterian Camp and Conference Center (The Presbyterian Conference Association) is a registered 501(c) 3 charitable organization recognized by the Internal Revenue Service.

60 Denton Lake Rd · Holmes, New York 12531 · Office: 845-878-6383 · Fax: 845-878-7824



[www.holmescamp.org](http://www.holmescamp.org)

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