


# SHORT TERM CAMP FACILITY RESERVATION FORM

## For Council and District Events, Scouting Units and Non-Scout Groups

**ATTENTION: PLEASE NOTE: Your reservation IS NOT SCHEDULED until you receive a confirmation via email, mail or fax. Please DO NOT come to camp without the weekend confirmation packet or a Rental Contract for non-Scout groups. (Fees subject to change without notice).**

### Camp Royaneh (Cazadero, CA)

**FACILITY REQUESTS, CAMP FEES,  
INFORMATION AND INSURANCE  
REQUIREMENTS ON BACK** 

Arrival:

Day: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_ am/pm

Departure:

Day: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_ am/pm

Non- Boy Scout Group

Circle: Pack Troop Team Crew Ship # \_\_\_\_\_  
District \_\_\_\_\_  
Council (if not SFBAC) \_\_\_\_\_

If Council/District Event - Name of Event:  
\_\_\_\_\_

Reservation Contact Person:  
\_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: Day: (\_\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_\_) \_\_\_\_\_

E-mail \_\_\_\_\_

Adult Leader in Camp:  
\_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: Day: (\_\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_\_) \_\_\_\_\_

E-mail \_\_\_\_\_

Estimated Attendance:

Youth (under 21) \_\_\_\_\_ Adults (21+) \_\_\_\_\_

Check if Co-ed Group

Campsite Requested \_\_\_\_\_

Other special requirements/facilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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#### APPROVALS FOR COUNCIL/DISTRICT EVENTS:

Staff Advisor: \_\_\_\_\_ Date \_\_\_\_\_

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#### COUNCIL APPROVAL FOR THIS RESERVATION:

Date \_\_\_\_\_

Reservation:      Approved                  Denied

Approval Conditions: \_\_\_\_\_  
\_\_\_\_\_

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#### PAYMENT INFORMATION:

Checks enclosed for fees.

Charge my credit card:

Visa                   Mastercard

# \_\_\_\_\_

Exp: \_\_\_\_\_

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Mail, email or Fax Reservation form and fees (see back) to:  
SFBAC  
1001 Davis Street  
San Leandro, CA 94577-1514.  
Phone (510) 577-9000 Fax (510) 577-9002  
Date Check to Camping Dept at (510) 577-9218

**Please complete the following facility request information:** \*See requirements list at right

*Building Fees are per 24-hour day*

**Camp Royaneh** -

<input type="checkbox"/> Entire Camp Rental per day	<u>Scout/Non-Scout Rate</u> \$900/1400
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**Sleeping Accommodations**

<input type="checkbox"/> Cooks Cabin (6 max)	\$ 40/45
<input type="checkbox"/> Bunk House (3 max)	\$ 25/30
<input type="checkbox"/> Health Lodge (8 max)	\$ 45/60
<input type="checkbox"/> Staff Cabin 1 (8 max)	\$ 45/60
<input type="checkbox"/> Staff Cabin 2 (8 max)	\$ 45/60
<input type="checkbox"/> Staff Cabin 3 (8 max)	\$ 45/60
<input type="checkbox"/> Pioneer Village (54 max)	\$ 20/40
<input type="checkbox"/> Frontiersman Vill. (40 max)	\$ 20/40
<input type="checkbox"/> Forester Village (40 max)	\$ 20/40
<input type="checkbox"/> Plainsman Village (48 max)	\$ 20/40

**Non-Sleeping Facilities**

<input type="checkbox"/> Kitchen	\$ 170/190
<input type="checkbox"/> Dining Hall (400 max)	\$ 120/140
<input type="checkbox"/> Rifle/BB Gun Range *	\$ 40/100
<input type="checkbox"/> Shotgun Range *	\$ 40/100
<input type="checkbox"/> Archery (see note at top) *	\$ 40/100
<input type="checkbox"/> Pool (5/15-10/1) *	\$ 65/100
<input type="checkbox"/> Amphitheater	

[ ] Rifle Target	\$ .50 per target
[ ] Clay Pigeons	\$ .50 per clay
[ ] BB Target	\$ .25 per target

**CAMP FEES**

- \$5 per person per weekend for SFBAC units, plus \$3 per person each additional day.
- \$8 per person per weekend for out of council units, plus \$4 per person each additional day.
- \$10 per person non-scout units, \$5 per person each additional day.

Day Use: \$4 per person SFBAC, \$5 O/C

Cost will include per person fees, plus the total facility costs. (Boy Scout Units are required to submit **a \$25 deposit and all building fees with application.** No reservations are approved without deposit.) Deposit is refundable if notice of cancellation is made two weeks in advance of arrival time.

Girl Scouts are charged at same rates as Boy Scouts. Non-Scouting groups pay total fees before attending camp, **details will be provided on reservation contract.**

Total Building Fees	+Use fee deposit	=Total deposit due
\$	+\$25.00	=\$

**Remaining fees are due at camp. Please be sure to bring the final payment check to camp.**

**RESERVATION PROCESS / INFORMATION:**

1. Fill out application completely.
2. Submit form to SFBAC a minimum of three weeks in advance, with fees.
3. Non-Scout groups need to provide written statement of purpose of your group. **(A detailed rental contract, including liability insurance requirements will be sent to your contact person and, must be returned).**
4. Tour Permits are not your camp reservation or confirmation.
5. Balance of fees to be paid directly to camp ranger.
6. Shooting Range usage requires compliance with range operating procedures. These procedures will be sent to you after reservation is confirmed or available on our website ([www.sfbac.org](http://www.sfbac.org)).
7. Swimming requires Red Cross Water Safety Instructor or BSA Safe Swim Defense. Proof of certification will be required on site.
8. Specific campsites may be requested, however, assignment of campsites is at the discretion of the camp ranger.
9. NO ALCOHOL is permitted at Scouting Activities.

**CLEANING / DAMAGE FEE**

Please provide credit card information below for **cleaning/damage fees.** This card number will be held until the Ranger checks your site out prior to your departing from camp. If there is no damage/cleaning to be done when your group leaves then your credit card information will be destroyed. In the event of cleaning/damage you will be notified and your payment processed, plus any amounts in excess of the fee.

Visa                       Mastercard

# \_\_\_\_\_

Exp: \_\_\_\_\_

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

**GARBAGE**

Garbage is required to be hauled away by camp users. Those renting the kitchen may deposit their garbage in the dumpster in camp. Those not using the kitchen can leave their garbage by paying a \$50 fee.