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## 2023 BASECAMP RESERVATION CONTRACT

**BY SUBMITTING YOUR DEPOSIT YOU ARE ACKNOWLEDGING THAT YOU HAVE READ AND UNDERSTOOD THIS CONTRACT, AND YOU AGREE TO ITS TERMS AND CONDITIONS.**

**Please read carefully before submitting your deposit. PRINT, SIGN and RETURN TO NOAH'S ARK.  
KEEP A COPY FOR YOUR REFERENCE.**

**If you have any questions, please contact our office.**

### RESERVATION AND PRICE POLICIES

1. Noah's Ark Adventure Company, LLC (herein referred to as NA) will hold your trip date for two weeks from the day we receive your reservation request.
2. If NA does not receive your deposit by the due date, your trip will be cancelled.
3. Each member of your group will be charged for each activity on the reservation regardless of participation.
4. All deposits and payments due before May 1 must be paid with *check or money order*. Visa/Mastercard deposits and payments under \$1000 will be accepted after May 1 of each reservation year, but checks are preferred. Payments over \$1000 must be made by check.
5. **Final payment in full is due two weeks prior to your trip start date.** No billing is accepted. A \$100.00 charge will be added to your total trip cost if payment in full is not made by this date. Individual payments will not be accepted. **YOU WILL BE RESPONSIBLE FOR FULL PAYMENT FOR ANY REDUCTIONS IN YOUR NUMBER OF PARTICIPANTS WITHIN TWO WEEKS OF YOUR ARRIVAL DATE.**
6. The price quoted for your trip is valid based upon current trip itinerary and numbers. Any change in your trip itinerary or numbers will void the enclosed statement and a new one will be sent.
7. All agreements must be in writing.
8. By paying any deposit money you agree to all terms, conditions, and policies of this agreement.

### GENERAL POLICIES

- Number changes.....NA cannot guarantee that we will be able to accommodate increases in numbers over the reserved numbers listed on the reservation statement. Please call in advance to check on availability for increases in numbers.
- Insurance .....Participants may be covered under their own personal insurance. NA is not responsible for costs associated with any physical injuries that occur while participating in NA activities or on the Noah's Ark Campground. In the case of an evacuation, Noah's Ark will not be responsible for providing lodging for evacuees while the rest of the group completes the trip.
- Alcohol and Drugs .....No alcohol, marijuana or illegal drugs are allowed on any trips taken with NA or on the Noah's Ark campground.
- Minor Participants.....All basecamp trips with minor participants (under 18) must be accompanied by at least **TWO** adult sponsors.
- Release Forms .....All participants will be required to sign a release of liability form before they will be allowed to participate in any NA activities. If you would like further information regarding the form, please contact our office.  
*Photocopies will be accepted only if legible and complete. **Participants under 18 must have a parent's or legal guardian's signature.***
- Inclement Weather .....NA reserves the right to cancel any activity in the unlikely event of inclement weather. If ANY activity is cancelled due to weather, we may try to reschedule to another time or replace the activity with another activity based on availability. There is no guarantee that a weather-related cancellation will be rescheduled or replaced. There is **no** refund for activities that are cancelled due to inclement weather.
- Gratuity..... Gratuity is not included in the trip price. Tipping is considered industry standard, especially in the appreciation of exceptional customer service. \$5-7.00 per guest is typical for a half-day trip; 10-20% is recommended for all-day or multi-day trips. Tips are always greatly appreciated, but never expected.

### REFUND POLICY

There will be no full or partial refunds for any reason, including:

1. Missing scheduled meals and weather-related cancellations.
2. Missing a scheduled trip departure time. If you miss a departure time you will be required to make full payment for the trip.
3. Non-participation. Each member of your group will be charged for each activity regardless of participation.

**DEPOSIT/PAYMENT POLICIES**

**FULL PAYMENT IS DUE TWO WEEKS PRIOR TO THE TRIP START DATE.**

**IF PAYMENTS ARE NOT RECEIVED ON TIME, YOUR TRIP WILL BE CANCELLED.**

Payment Schedule:

1. \$150.00 per person deposit due within two weeks after time of reservation
2. **FULL PAYMENT** is due two weeks before trip start date
3. If the reservation is made within 2 weeks of trip, full payment is due at time of reserving.

\*NA reserves the right to cancel a trip if the deposit is not received by the appropriate due date. All deposit money paid is non-refundable.

**TRIP CANCELLATION POLICY**

If you cancel your Basecamp Trip, you will incur a cancellation penalty based on the following schedule:

1. Cancellation of trip *Prior* to February 1..... 50% of your deposit per person held
2. Cancellation of trip *After* February 1..... 100% of your deposit per person held (loss of entire deposit)
3. Cancellation of trip less than 2 weeks before trip..... **FULL TRIP PAYMENT AND DEPOSIT held**

**DECREASES IN NUMBERS POLICY**

If your trip numbers decrease from your original reservation, you will incur a penalty based on the following schedule:

1. Prior to February 1 – 50% of your deposit per person is held for any drops (reductions in number of participants) beyond the allowed number according to the chart below, and you will be charged FULL PER PERSON COST for any remaining spots.
2. After February 1—Fee equivalent to FULL PER PERSON COST charged per drop beyond allowed number of drops
3. ANY drops in number less than 2 weeks before your start date—FULL PER PERSON COST charged per drop.  
**You may not use “Free Drops” less than 2 weeks before your trip.**

- NA reserves the right to cancel a trip that falls below the minimum number of participants (minimum 10)
- The Free Drop Policy is based on initial booking number, or highest number if you increase your group size
- You may not use “Free Drops” less than 2 weeks before your trip.

BASECAMP PARTICIPANT DROP CHART	
Original Booking Number	“Free” Drops from ORIGINAL booking #
10 through 19	2
20 through 29	4
30 through 39	6
40 through 49	8
50 through 59	10
For groups larger than 60, the policy will continue to be 2 free drops per 10 based on the ORIGINAL booking number.	
If you have increased your group number, penalties will be assessed from your highest number booked.	

**RIVER TRIP POLICIES**

1. If your trip includes rafting, NA will divide your group into the appropriate number of rafts. Weight, age, ability, water flows and conditions determine the number of people per raft. There is a possibility your group will be in boats with people from other groups. Noah’s Ark reserves the right to refuse service to anyone for any reason, including, but not limited to physical fitness, age, and perceived use of alcohol or drugs.
2. NA reserves the right to substitute alternate river sections for a more appropriate trip for your group, based on high or low water conditions.
3. The possibility of injury, wrapping, flipping, and swimming increases in paddle boats. For this reason, NA will not be obligated to provide paddle boats for groups that do not meet the following conditions pertaining to participation in paddle boats:
  - Minimum age ranges 14-18 years old depending on water levels, previous rafting experience and section of water.
  - Based on our discretion, previous rafting experience may be required.

We reserve the right to substitute oar for paddle boats for any reason, based solely on our discretion. These reasons may include, but are not limited to insufficient physical ability, experience level, age, number in group, water conditions or inappropriate water levels.

Organization Name: \_\_\_\_\_ Reservation Number \_\_\_\_\_

Name (please print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_