

SOQUEL CONFERENCE CENTER
AND
CAMP WAWONA FREE USAGE

All regular, full-time conference-paid pastors, teachers, and office employees are eligible for the use of a cabin at the Soquel Conference Center or Camp Wawona for **three days and two nights** per calendar year under the following conditions:

1. Only members of the immediate family of the employee, living within his/her household, are included in the free usage. Payment must be made for other guests under the current fee schedule.
2. The free usage arrangement is only on a space-available basis. No reservations will be made for specific buildings.
3. Reservations must be made in advance for this usage through the Human Resources Department at the conference office.
4. The free usage arrangement does not include food service.
5. Facilities available for the free usage are:
 - A. Camp Wawona A-frames
 - B. Soquel Conference Center cabins or RV spaces

The free usage arrangement has been developed to, in a small way, say thank you to our employees for their continued good work and support of the conference.

Employee Free Stay Application

Employee Name: _____

Application Date: _____

Address _____

Phone: _____

Camp Requesting: _____
Camp Wawona

Soquel

Dates Requesting: _____ (three days and two nights per calendar year allowed)

Employee Signature: _____

Human Resources Use Only

Department: Administration

Charge GL# 1-705-65-7727

Approved: _____

Date: _____

Camp Use Only

Dates of Stay: _____ Billed Amount: _____

Signature: _____ Date: _____

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