



Reservation Procedure

1. Call or email Camp Wawona's office to check availability.
2. Choose dates.
3. Camp Wawona will email the department representative a reservation packet which includes:
 - Reservation Form
 - Contract
 - Policies
 - Food Service Request Form
4. Camp Wawona will hold the reservation until the completed Reservation Form and signed Contract are received or until the end of the following business day (Monday to Friday) whichever comes first.
5. Upon receiving the completed reservation form and signed contract Camp Wawona will send email confirmation of the reservation to the department representative.

Once reservation is confirmed via email, cancellation policy comes into effect.



CCC Department Reservation

Department Contact Information

Name	Group	Size
Phone	Arrival (m/d/y)	
Email	Departure (m/d/y)	

Reservation Options (please circle)

A Frame Cabins

Minimum \$80 per night (includes up to five guests). Each additional guest is \$16 per night.

Yosemite
[11]

Tenaya
[11]

Tot-tah-kan
[12]

Tioga
[12]

Nangas
[12]

Ahwahnee
[11]

Wawona
[11]

Miwok
[12]

Chulook
[12]

Paiute
[10]

Longhouse

Minimum \$96 per night (includes up to six guests). Each additional guest is \$16 per night.

Chowchilla
[18]

Loi ja
[18]

Cabins

Minimum \$32 per night (includes up to two guests). Each additional guest is \$16 per night.

Dogwood
[4]

Cedar
[8]

Lodge

\$630 first night (includes meeting room fee and up to 30 guests). Each additional guest is \$16 per night.
Minimum \$480 consecutive nights (includes up to 30 guests). Each additional guest is \$16 per night.

Rooms 1-10
[50]

Kitchen* (\$100)
(cook for up to 30 guests)

Hotel

\$45 per night

Alder
[2]

Ponderosa
[2]

Apartment

Minimum \$60 per night (includes one room). Each additional room is \$60 per night.

Mariposa Queen
[2]

Mariposa Queen
[2]

Mariposa Trundle
[2]

Yurts

Minimum \$60 per night (includes up to five guests). Each additional guest is \$12 per night.

#1
[11]

#2
[11]

#3
[11]

#4
[11]

#5
[11]

#6
[11]

#7
[11]

#8
[11]

Please continue on the next page

Reservation Options continued...(please circle)

Wagons**

Minimum \$20 per night (includes up to two guests). Each additional guest is \$10 per night.

Carson
[8]

Bridger
[8]

Walker
[8]

Whitman
[8]

Savage
[8]

Muir
[8]

Freemont
[8]

Sutter
[8]

Tents**

Minimum \$20 per night (includes up to two guests). Each additional guest is \$10 per night.

#1
[4]

#2
[6]

#3
[7]

#4
[4]

#5
[5]

Linen Sets

Queen: \$20

Twin: \$15

(include bedding, towels, travel size shampoo and soap)

Queen

Queen

Queen

Queen

Queen

Twin

Twin

Twin

Twin

Twin

Meeting Areas

Cafeteria (\$65)
(capacity 200)

Campfire Bowl
(capacity 350)

Cathedral
(capacity 300)

Refreshments

Available morning, afternoon and evening periods from 7:00am to 7:00pm.

Audio/Visual

Lodge*

Campfire Bowl (\$150)

Ice Water w/cups
(\$.50 per person,
per period)

Hot Drinks w/cups
Chocolate, Tea
(\$1 per person,
per period)

Guacamole,
Tortilla Chips
(\$22 per period,
~25 servings)

Chocolate Chip
Cookies
(\$.50 each)

Fire Pit

Tent

Wagon

Portable

Communion

Basins, Water,
Disposable Towels
(\$1.25 per person)

Bread, Juice
(\$.75 per person)

Activities

Basketball

Volleyball

Table Tennis*\$20

Food Service

\$9.00 per person, per meal

Yes

No

Department Representative

Date:

Signature:

Please return this form to Camp Wawona

8110 Forest Dr. Wawona, CA 95389 T 209 375 6231 F 209 375 1527 office@campwawona.org www.campwawona.org

[Maximum Occupancy]

*Only available with Lodge rental

**Only available between August and November



CONTRACT

This contract agreement is not legally binding or effective until signed by the group leader representing the organization or group and confirmation of the reservation is given by Camp Wawona.

I acknowledge that I have read and understand all of the information and policies in the reservation packet and agree to abide by its terms and conditions.

I agree that it is my responsibility to share this information with all the members of my group.

I agree that I am responsible for any fees or charges incurred during my group's stay.

Date of reservation

Arrival:

Departure:

Group Representative full name:

Group Representative signature:

Date:

Please return this form to Camp Wawona

Fax: 209 375 1527

Email: office@campwawona.org

Guest Policies

Camp Wawona is a non-profit Christian organization owned and operated by the Central California Conference of Seventh-day Adventists.



CANCELLATION POLICY

The Central California Conference Officers' Council and Camp Wawona Foundation Board voted the following cancellation policy for Conference sponsored retreats and events at Camp Wawona as of September 2014.

Reservations cancelled less than one month away from event

- Department is responsible for 100% of the estimated value of the cancelled reservation.

Reservations cancelled one to three months away from event

- Department is responsible for 75% of the estimated value of the cancelled reservation.

Reservations cancelled three to six months away from event

- Department is responsible for 50% of the estimated value of the cancelled reservation.
Once the reservation is confirmed the department has 30 days to cancel without penalty.

Reservations cancelled more than six months away from event

- Department is responsible for a \$500 fee.
Once the reservation is confirmed the department has 30 days to cancel without penalty.

The only exception to the policy is if Camp Wawona is able to book another group for the same date and same estimated value.

Please Note:

Estimated value of cancelled reservation is determined by lodging only.

FOOD SERVICE

If Food Service is cancelled after the Meal Count form is submitted the cost of any perishable food items purchased for the event will be charged to the group.



GENERAL

YOSEMITE NATIONAL PARK GATE ENTRANCE FEE

If you will be leaving Camp Wawona's property, in a vehicle or on foot, at any point during your stay (this includes visiting the river) it is required that you pay the Yosemite National Park Entrance Fee. If you will be attending a conference or event at Camp Wawona and will only leave to commute home the entrance fee will be waived.

Your honesty in dealing with the Park Service will allow us to continue to operate with this privilege.

CHECK IN / OUT TIME

- Check in 3:00 pm
- Check out 11:00 am

Please Note:

Previous arrangements must be made for exceptions to these times.

If prior arrangements have *not* been made for a later check out \$100 will be charged per hour past the check out time.

PETS

Pets are not permitted on Camp Wawona's property with the exception of registered service animals.

Please Note:

Noncompliance will result in a \$250.00 charge for room cleaning and/or dismissal from Camp Wawona's property.

ALCOHOL / NON-PRESCRIPTION ILLEGAL DRUGS & TOBACCO

The consumption or possession of either is prohibited on Camp Wawona's property.

Please Note:

A \$250 fine will be charged if evidence of alcohol, drugs or tobacco is found on Camp Wawona's property.

Noncompliance will result in dismissal from Camp Wawona's property.



TRAVELING BY BUS

- All buses must be escorted to and from Camp Wawona by a pilot vehicle
(A bus is any vehicle that is designed to carry 15 or more passengers. It also requires more than a non-commercial Class C driver's license to operate)
- Camp Wawona Staff will provide this pilot vehicle

Arrival:

- If you are traveling by bus you must stop at the parking lot by the corner of Wawona Road (Highway 41) and Forest Drive to wait for the pilot vehicle
- You may notify the camp of your arrival by calling (209) 375-6231
(There is a pay phone at the Wawona Store)

DO NOT PROCEED WITHOUT A PILOT VEHICLE. ANY BUS TRAVELING TO OR FROM CAMP WAWONA, ON FOREST DRIVE, WITHOUT A PILOT VEHICLE WILL INCUR A \$1,000 FINE. NO EXCEPTIONS!

Departure:

When a bus is ready to leave camp, please use the phone outside the office door to notify camp staff.

GROUP LEADER CHECK IN

Group Leaders are expected to arrive ahead of their group.
It is the Group Leader's responsibility to check in their group members.

Upon arrival please check in at the Camp Wawona office.

- Keys are available upon request
- A \$20 fee will be charged for each key that is lost

Please Note:

If you will be arriving or departing outside of Camp Wawona's business hours 9:00 am - 4:00pm please call Camp Wawona's office to make arrangements prior to your scheduled check in.

PAYMENT

It is the Group Leader's responsibility to collect payment from their group members.
Final balance must be paid in one payment.

PARKING

Please park as close to your cabin as possible.

- *No parking* in front of the cafeteria, dumpsters or firehouse
- Vehicles with disabled placards may park in front of the cafeteria for meals or meetings

SPEED LIMIT

5 mph on Camp Wawona Property.
15 mph on Forest Drive.



QUIET TIME

In courteous consideration of close neighbors, camp guests and staff the hours between 10:00 PM and 7:00 AM are Quiet Time.

FURNITURE

Please do not move furniture.

This includes relocating mattresses.

Please Note:

Noncompliance will result in a moving fee at Camp Wawona's discretion to return the furniture to its original location.

PROPERTY DAMAGE / MISSING ITEMS

Damage or loss to Camp Wawona property will result in a fine equal to the cost of repair or replacement.

Please Note:

Noncompliance will result in dismissal from Camp Wawona's property.

PERSONAL PROPERTY / LOST AND FOUND

Camp Wawona is not liable for the theft, loss, damage or destruction of personal property in the absence of gross negligence on the part of Camp Wawona or its employees. Camp Wawona will make every effort to retrieve and hold items left behind for up to 30 days. Guests are responsible for the shipping costs of the returned items.

FOOD SERVICE

Arrangements for Food Service must be made *at least* 10 days prior to your scheduled check in.

The cafeteria serves delicious, well-balanced, plant based vegetarian meals.

- Each meal costs \$9.00 per person
- Children ages 4 and under receive complimentary meals

Please Note:

If Food Service is cancelled after the Meal Count Form is submitted the group is responsible for the cost of any perishable food purchased for the event.

ACTIVITY AREAS

Pool, challenge course and rock wall are *off limits* unless supervised by Camp Wawona Staff.

AMENITIES

Linens, towels, dishes, utensils and cookware are only included in our hotel rooms and/or apartment.

Please Note:

Bedding and towels are available for rent on a first come, first served basis.



EMERGENCY INFORMATION

Camp Wawona does *not* provide medical services or attempt to give medical treatment or advice.

In case of a medical emergency please call 911.

Each group is responsible for:

- Transportation in the event of a medical emergency
- Properly storing and distributing medications while at Camp Wawona

Please Note:

In case of emergency guests can contact staff at all times using the courtesy phone outside the Office door or the courtesy phone in the Lodge Meeting Room (Dial 201).

FIRE

Please notify Camp Staff immediately.

- Fire Evacuation plans are posted behind the door in each unit
- Fire extinguishers and fire hoses are *only* for putting out fires
- An open fire is permitted *only* in designated areas and requires a reservation made prior to arrival

Please Note:

- Any person (child or adult) tampering with fire equipment will be charged a fine plus the cost of repairs or refill
- Absolutely *no* open fires or candles are allowed in or around the cabins

FIRE HAZARD

Hanging or placing items within two feet of a heater is a fire hazard.



ADDITIONAL INFORMATION

OFFICE HOURS

Monday - Friday
9:00am - 4:00pm

LINEN SETS

Please inquire for availability.

Bedding and towels are available for a nominal fee:

- \$15 per twin bed (one time fee)
- \$20 per queen bed (one time fee)

ACTIVITIES

Pool and Challenge Course activities are available for a fee.

Arrangements must be made prior to arrival.

TELEPHONE / INTERNET

Verizon and Sprint are the only cell phone carriers supported at Camp Wawona.

Complimentary Wireless Internet is available around the Office.

Camp Wawona does *not* have phones available for public use.

MAINTENANCE

Camp Wawona strives to maintain a well functioning facility.

Please report any maintenance needs (heating, electricity or plumbing) to the Camp Wawona Office.

GROUNDS

Please partner with us in keeping Camp Wawona litter free.

Do not leave food items or trash outside.

CONSERVATION

Camp Wawona's faucets provide clean and tasty drinking water. Please consider bringing refillable water bottles.

Please help us conserve water by reporting dripping faucets, toilets, etc. to the Camp Wawona Office.

RELIGIOUS PRINCIPLES

SABBATH

Seventh-day Adventists observe the seventh day (Saturday) Sabbath as a holy day as stated in the biblical fourth commandment (Exodus 20:8-11).

- Camp Wawona requests that our guests be sensitive and respectful in all activities from sunset Friday through sunset Saturday.
- Guests are encouraged to enjoy the Sabbath by experiencing the beautiful natural surroundings.



YOSEMITE NATIONAL PARK POLICIES

FIREARMS / FIREWORKS

Possession or discharging of either is prohibited.

Please Note:

Noncompliance will result in dismissal from Yosemite National Park.

ENVIRONMENT

Each visitor is responsible to see that wildlife, vegetation, equipment, and buildings are protected from damage by members of their family or group. Camp Wawona is located in the National Park therefore no trees, vegetation, dead wood or the like are to be cut or removed from the camp or the park.

Do not feed or approach wild animals for their protection and yours.

WEATHER AND ROAD CONDITIONS

Call (209) 372-0200 for weather and road conditions.

The National Park Service and CalTrans *require chains* to be carried in your vehicle from October through May.

Tire chains may become mandatory at any time when snowy conditions exist.



FOOD SERVICE REQUEST FORM

A minimum of 20 people are required to qualify for food service.

This form must be completed and returned to Camp Wawona at least 10 days before the check in date.

Group _____

Group representative _____

Contact number _____

Advance Guarantee Meal Count

Day/Month/Year	Meal (breakfast, lunch, sack lunch, dinner)	Start Time* (8:30am, 1:00pm, 6:00pm)	Number of guests Ages 5 and older	Number of guests Ages 4 and Under

**Changes of up to 30 minutes (earlier or later) may be made to the meal times in the table above.*

Meals are vegetarian. Plant based options are available upon request. Meals are served buffet style. The cost per meal is \$9.00 per person.

10% above or below your guaranteed number is allowed.

Additional meals above 10% will be billed 15% higher than the normal rate.

E.g. 100 guaranteed count, 115 actual count = billed for 110 people at \$9.00 per meal and 5 at \$10.35 per meal.

E.g. 100 guaranteed count, 75 actual count = billed for 90 people.

In the event of the actual count being more than the guaranteed count Camp Wawona will make every effort to accommodate the additional numbers.