

For-Profit Program Facility Reservation Request Form

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

Use this form if you would like to reserve one of the council program facilities. In preparation for your camp visit you will need to provide a Certificate of Liability FOUR WEEKS in advance of the reservation date.

To reserve a site: Overnight reservations may be made up to four months in advance of desired date of use. Day-use reservations at Mary Elizabeth and Wistagoman may be made three months in advance.

Fees: Compute camp fee using chart on page 2. You may pay the full amount (check or money order payable to GSSC-MM) with reservation form or provide credit card # (Master Card or Visa), expiration date, 3-digit card code found on back of card, and signed authorization. A separate check must be submitted for security deposit. The deposit will be returned if building is left in acceptable manner as determined by the Site and Facilities staff and all keys are returned. The security deposit will be refunded, if applicable, within one month of the trip.

If you prefer, you may send deposit only with the reservation form and pay the total fee four weeks before your reservation date. All fees and deposits must be paid before keys will be issued.

Mail to: GSSC-MM Property Reservations, 349 East Blackstock Road, Spartanburg, SC 29301.

A User Group Orientation will be sent to you along with your confirmation. At Camp WaBak, you will receive the keys at check-in. At our other sites, a Site Check-Out form and keys will be ready for pick-up or mailed to you depending on which option you choose.

Refund/Cancellation Policy: Payment and/or deposit are due at the time the reservation is made in order to reserve the site/facility. In order to receive a refund, written request to cancel reservation must be received four (4) weeks in advance of reservation date.

Name _____ Organization: _____ Position: _____

Address _____
Street City Zip Code

Best phone number(s) to reach you (_____) _____ E-Mail Address _____

Emergency Contact _____ Phone Day (_____) _____ Cell Phone (_____) _____

If participants have disabilities that require special accommodations, please provide necessary information. _____

Number of Participants #Girls: _____ #Boys: _____ #Women: _____ #Men: _____ Total number Camping: _____



Camp/Property Request:

For overnight camping, check in no earlier than 3 PM, check out no later than 1:00 PM. Early arrival and late checkout may be available depending on scheduled site usage.

Camp/Property:	Building(s)/Unit(s):
Expected Arrival Time:	Expected Departure Time:
1 st Date Choice	
2 nd Date Choice	

Signature _____ Date _____

Method of Payment: Cash, Check or Money Order in the amount of \$ _____

Bill my   Card Number _____ Expiration Date _____ Card Code _____

Amount \$ _____ Signature _____

For-Profit Program Facility Reservation Request Form – page 2

On chart below, check building/facilities requested, then record total fees due below. For more details on individual Program Facilities, please visit www.gssc-mm.org. Day use fee is same as Overnight fee unless otherwise indicated.

Aiken Hut - Aiken, SC

___ Meeting Room Seats 20 For availability, write to aikenhut@gssc-mm.org

Clinton Hut – Clinton, SC

___ Meeting Room Seats 30 For availability, write to clintonhut@gssc-mm.org

Mary Elizabeth - Spartanburg, SC

___ Grounds (day-use) \$100 /day Deposit \$00
 ___ Lodge Sleeps 40 \$180 /night Deposit \$180
 ___ Lodge (day-use 8:00 AM-2:00 PM) \$120/day Deposit \$120
 ___ Program Center (meeting room) Seats 30 \$40/day Deposit \$40
 ___ **Swimming Pool (Capacity 250) \$200/4 hrs Deposit \$200
 ___ Primitive Tent Camping \$40 /night Deposit \$40
 ___ Parson's Shelter
 ___ The Dell
 ___ Corny's Crib

Ponderosa - Pauline SC

___ Grounds (day-use) \$100/day Deposit \$100
 ___ *Lodge Sleeps 25 \$140 /night Deposit \$140

Wistagoman – Anderson, SC

___ Grounds (day-use) \$100/day Deposit \$100
 ___ Lodge & Picnic Shelter Sleeps 26 \$180/night Deposit \$180
 ___ Lodge (day-use 8:00 AM-2:00 PM) \$120/day Deposit \$120
 ___ *Primitive Site (Set-up Tents only) \$40/night Deposit \$40

WaBak – Marietta, SC

___ *Craft Hut (meeting room) Seats 25 \$40/day Deposit \$40
 ___ *Dining Hall Seats 110 \$400/day Deposit \$400
 ___ Grounds (day-use) \$100/day Deposit \$100

Gypsy Unit

___ *Gypsy Cabin 1 Sleeps 6 \$60/night Deposit \$60
 ___ *Gypsy Cabin 2 Sleeps 6 \$60/night Deposit \$60
 ___ *Gypsy Cabin 3 Sleeps 6 \$60/night Deposit \$60
 ___ *Gypsy Cabin 4 Sleeps 6 \$60/night Deposit \$60
 ___ *Gypsy Cabin 5 Sleeps 6 \$60/night Deposit \$60

Gate house

___ *Gate house Sleeps 14 \$80/night Deposit \$80
 ___ *Handy Man Cabin Sleeps 2 \$60/night Deposit \$60
 ___ Lucille Smith Cabin Sleeps 12 \$140/night Deposit \$140
 ___ *Pathfinder Unit Sleeps 28 \$120/night Deposit \$120
 ___ *Pioneer Unit (Tents 1-7) Sleeps 28 \$60/night Deposit \$60
 ___ ** Swimming Pool (Capacity 125) \$200/4 hrs Deposit \$200
 ___ Yates Lodge Sleeps 36 \$180/night Deposit \$180

Rambler Unit

___ Squirrel II Sleeps 10 \$100/night Deposit \$100
 ___ Tadpole II Sleeps 10 \$100/night Deposit \$100
 ___ Cricket II Sleeps 10 \$100/night Deposit \$100
 ___ Sleepy Hollow II Sleeps 10 \$100/night Deposit \$100
 ___ Whippoorwill II Sleeps 10 \$100/night Deposit \$100
 ___ Lodge (meeting space) Seats 50 \$160/night Deposit \$160
 ___ Picnic Shelter w/restroom \$40/day Deposit \$40

For reservations at Mary Elizabeth, Ponderosa, or Wistagoman, please indicate the best method to receive the keys.

---- I can pick up the keys from the local service center several days before my reservation date. I will return the keys to the service center within two days after my trip.

___ Please mail the keys to the address on the front of this form. I will mail the keys back within two days after my trip.

Please submit the following amounts in separate checks made payable to GSSC-MM:

Security Deposit: \$ _____ (Maximum of \$600)
 (Due with reservation form)

Rental Total: \$ _____
 (Due 4 weeks before reservation date)

Camp Mary Elizabeth and Camp WaBak will be closed May 25 – August 15 due to summer camp. These dates are subject to change
Swimming pool rentals: Lifeguards are the responsibility of the renter. Lifeguard certification must be turned in with application.

* Open weather permitting: April 1 – November 1

** Open weather permitting: Memorial Day Weekend through Labor Day

Reservation Confirmation – Office Use Only

Camp _____ Dates _____

Unit _____ Camp Fee _____

Confirmation Sent _____ Deposit Returned _____