



# BSA & Small Group Equipment Rental Form

*SMALL GROUPS ARE ANY NON BSA MEMBER GROUP UNDER 25 PARTICIPANTS*

Group information	
Unit Type: Pack _____ Troop: _____ Crew: _____ Other: _____	
Unit Number: _____ District: _____	
Council Name (if not Winnebago): _____	
Contact Person Name: _____	
Contact Phone: ( _____ ) _____	

Equipment Type	Qty. Available	BSA Member	Non BSA Member	Qty. Renting / # of Participants	Time Period
Canoe	30	\$7.00	\$15.00		Day Rental
Kayak	16	\$7.00	\$15.00		
Canoe/Kayak Trailer	5	\$10.00	\$35.00		
Swimming Pool	1 (May-August)	\$160.00	\$210.00		
*Rifle/Shotgun Range	1	\$100	\$150.00		2 Hour Rental
Firearm		<b>Fee Waived</b>	\$5.00/ person		
*Archery Range	1	\$50.00	\$75.00		
Cross Country Ski		\$5.00	\$7.00		Day Rental
Snow Shoe		\$5.00	\$7.00		
Mountain Bikes	21	\$5.00	\$7.00		
Peddle Cars		\$5.00	\$7.00		
Mountain Boards		\$5.00	\$7.00		

**\*Cub Scouts and youth under the age of 11 CANNOT use Shotguns or Rifles and may only participate in archery at council or district events per the Guide to Safe Scouting and Shooting Sports regulations.**

<p>Any Winnebago Council Staff required for an event will cost approximately:          Program staff members will be paid \$25 / day.          Specialty staff, such as an Aquatics Director will cost \$50 / day.          They will be hired through our council camp staff and will be included in total costs.          Total Amount Due for Winnebago Council Staff: \$ _____</p>
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<p>Date(s) for reservation: _____ Will your unit be camping at the same time?: Y N          Total Amount Due for Equipment Rental: \$ _____          Sign Below: I have read and fully understand the terms of Ingawanis Adventure Base and the Winnebago Council, Boy Scouts of America's cancelation policy on the back of this form.          Signature: _____</p>
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In all programs offered by the Winnebago Council, Boy Scouts of America, a great deal of planning and purchasing takes place well in advance of an event. This includes, but is not limited to, staff, food, program materials, patches, awards, rental items, purchase of equipment, and in some cases T-shirts and hats.

When an individual or group makes a reservation for an activity or program, they are included in the ordering of program materials and staffing for the event.

When a reservation is not honored, the costs must be absorbed by those attending, and in some instances this prevents others from attending an event.

Individuals or groups that cancel a program reservation 30 days prior to the date of the event will receive an in-house credit of fees paid, less a 15% charge. Request for refunds MUST be received in writing in order for credit to be applied.

Scouting units that cancel a program reservation 30 days prior to the date of the event will receive a credit to their unit account of fees paid, minus a 15% charge. Request for refunds MUST be received in writing 30 days prior in order for credit to be applied.

No refunds will be made after the 30 day cancellation deadline.

If an emergency occurs, beyond your control, write or call the Council Service Center immediately. All requests will be considered on an individual basis, the 15% administrative charge will still apply.

If the Winnebago Council has to cancel an event, the fee may be transferred to another event, credited to the unit's account, or refunded.

This policy covers all District and Council events and programs, with the exception of Philmont, Florida Sea Base, Northern Tier, Jamboree, Eagle Claw, or Okpik.

Winnebago Council is committed to sound financial stewardship, your cooperation and understanding will ensure the lowest possible fees while maintaining the highest level of quality programs possible.

Requests can be made to:

Refund Request

Winnebago Council, BSA

2929 Airport Boulevard

Waterloo, IA 50703