



## Long Beach Sea Base BSA Overnight Camping Guidelines & Fees Sheet

- The Long Beach Sea Base is available to all registered Scouts, Scouters and members of their immediate families
- Facility Use Permit must be filed in Council Office a minimum of two weeks in advance of date requested
- A tour plan must be filed by all Scout Units for use of the Base
- Signed Parental Consent Forms and Adult Hold Harmless Agreements must be brought day of for all participants
- Overnight camping is permitted on the beach and/or in the Sea Base on Friday and/or Saturday nights from 5pm on the arrival day to 10am the next morning
- Overnight Camping fee

In-Council Unit	Out-of-Council Unit/Not-For-Profit
\$10/person/day with \$150 min.	\$15/person/day with \$225 min.

- A damage and cleaning deposit of \$200 is due at time of reservation
- Estimated fees and deposits must be paid in the Council Office before use of Base is permitted
- There will be A \$25.00 cancellation fee if event is cancelled, except for weather
- **ENTERING THE WATER IS PROHIBITED DURING OVERNIGHT CAMPING**
- A cold outdoor shower is available near the beach
- The Base has a fire ring available for camp fires on the patio overlooking the water. Groups must bring their own firewood and **maintain an adult fire watch at all times.**
- The Base has BBQ's available for cooking on the patio. Units can bring their own BBQ's.
- The Base does not have any food for sale day or night. Units are encouraged to bring their own.
- **The adult leader in charge must meet with the Dockmaster** prior to their date to discuss what facilities they will need while at the Base.
- **USE OF THE FACILITY AND EQUIPMENT IS AT THE UNIT'S OWN RISK**
- **PROPER SUPERVISION AND ADHERENCE TO ALL BSA NATIONAL POLICIES IS THE RESPONSIBILITY OF THE UNIT**

Check in Date & Time: \_\_\_\_\_ Check out Date & Time: \_\_\_\_\_

Unit Type: \_\_\_\_\_ LBAC Unit Number: \_\_\_\_\_ Out of Council Unit Number \_\_\_\_\_

Leaders Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Business Phone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

# of Registered Scout Boys: \_\_\_\_\_ # of Registered Scout Girls: \_\_\_\_\_ # of Registered Scouter

Adults: \_\_\_\_\_ # of Immediate Family Adults: \_\_\_\_\_ # of Immediate Family Youth: \_\_\_\_\_

Total # of Participants: \_\_\_\_\_

Total Cost: \$ \_\_\_\_\_

Will my Unit need a BBQ? \_\_\_\_\_ Use the Fire Ring? \_\_\_\_\_

My Signature below acknowledges that I have read and agree to all the above guidelines.

Leaders Signature: \_\_\_\_\_

## Aquatics Center (Sea Base) Policies

The Aquatics Center will be closed New Year's Day, Martin Luther King Jr. Day, Presidents' Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Day, and New Year's Eve.

1. A Facility Use Permit must be filed at the Long Beach Area Council. Long Beach Area Council units may sign up for all camp facilities beginning June 1 of each calendar year for the next year. Out of council and non-scout groups may sign up beginning September 1 of each calendar year for the next year.
2. All groups must have a minimum of two adults and be of 21 years or older in attendance at all times.
3. No alcoholic beverages and/or drugs are allowed. No smoking is allowed inside the building. Please smoke near the fire ring.
4. The District Executive, Scout Executive and/or his designee has the responsibility to request that any group not subscribing to the ideals and conduct acceptable to the Boy Scouts of America remove themselves from the Aquatics Center.
5. All trash is to be deposited in lined trash containers.
6. All guests should remain within the boundaries of the facility.
7. Kitchen is to be cleaned and refrigerator empty and floors swept.
8. Bathrooms cleaned and floors swept. Problems or needs should be reported to the Scout Service Center.
9. If using the tables and chairs, your group is responsible for returning same to proper location.
10. There is no dial out phone except the pay phone located out by the boat ramp in the parking lot.
11. After 10 PM all areas of the Aquatics Center must maintain a low level of noise.
12. Only the upper deck (second floor and porch) and outside fire pit are available for use.
13. Any group not registered with the Long Beach Area Council is required to submit a Hold Harmless Agreement and proof of liability insurance within two weeks of using the facility. These forms are available at the Scout Service Center, Long Beach Area Council.
14. Refunds will not be paid without two weeks prior notice of cancellations, except in case of adverse weather conditions. A substitute date can be made instead of a refund. There will be a \$20.00 administrative charge for all refunds.

## Aquatics Center (Sea Base) Policies (cont.)

15. To hold the facility, 1/2 of the rental fee is due within two weeks of the date you make the reservation. The balance is due along with your security deposit two weeks before using the facility. If the balance is not received before the deadline the Long Beach Area Council will assume you are not using the facility and can rent the facility to another group. A refund of the deposit already received will be refunded less the \$20.00 handling fee.
16. There is a mandatory security deposit for rental of the Aquatics Center. This is to be paid two weeks prior to use of the facility. The cost is based on the rooms that are rented. The security deposit will be refunded within 20 days after date of use if the user complies with the cleaning requirements and no damage has occurred.
17. Keys to the facility must be checked out through the Volunteer Specialist at the Scout Service Center. A key deposit of \$10.00 per key will be required when picking up the key(s). Call the Scout Service Center to make the arrangements. If the key(s) is not returned within 3 days after using the facility you will forfeit your key deposit.

Note: Infractions of the regulations and policies constitute termination of the use of facilities by the Long Beach Area Council, in which case no fees or security deposits will be returned. I have read and agree to the Long Beach Area Council Facility Regulations and Policies.

Signed \_\_\_\_\_ (Group Leader) Date \_\_\_\_\_

Daytime Phone # \_\_\_\_\_ Nighttime Phone # \_\_\_\_\_

### Please return the following:

- o This form and your payment
- o A copy of the Facility Use Permit
- o Hold Harmless Agreement (if applicable) and proof of liability insurance

to  
Long Beach Area Council, Boy Scouts of America  
401 E.37th Street Long Beach, CA 90807  
562-427-0911

NOTE: After 10:30 at night if cars are left in the parking lot you might receive a parking ticket.

## CLEANING REQUIREMENTS AND CHECK-OUT LIST

CLEANING SUPPLIES ARE LOCATED IN THE CLOSET BETWEEN RESTROOMS.  
PLEASE RETURN TO PROPER LOCATION.

### ROOM A AND B

1. \_\_\_ Wipe down tables and chairs.
2. \_\_\_ Return tables and chairs to proper racks in storage room off entry-way.
3. \_\_\_ Sweep floors, including entry way. Mop up any spills.
4. \_\_\_ Make sure restrooms are picked up and clean.
5. \_\_\_ Empty trash in large container in the parking lot. Replace liner, if necessary.
6. Close and lock windows.
7. \_\_\_ Turn off room lights, and the four light switches in front corner of entry-way.
8. Close and lock all doors.
9. \_\_\_ Make sure heat is off (switch is in the closet).

### ROOM C (kitchen)

In addition to the above requirements:

1. \_\_\_ All equipment must be cleaned and returned to proper place.
2. \_\_\_ All equipment must be turned off (except refrigerator).
3. \_\_\_ Wipe off counters, sink, stove and ovens.
4. \_\_\_ Make sure refrigerator door is shut tightly.
5. \_\_\_ Leave no food in refrigerator
6. \_\_\_ Sweep floor.
7. \_\_\_ Mop up spills.
8. \_\_\_ Empty trash in large container in parking lot and replace liners as necessary.
9. Close and lock windows.
10. \_\_\_ Turn out lights.
11. \_\_\_ Close and lock galley door.
12. \_\_\_ Make sure heat is off (switch is in closet).

NO SMOKING INSIDE BUILDING