

(Updated September 26, 2019)

Thank you for your interest in booking Foothills Camp and Retreat Centre. We have put together some information to help with booking the camp below.

### INFORMATION ABOUT YOUR STAY

Use of the camp is subject to availability. Once the **Booking Request Form** has been submitted, we will contact you to confirm fees and availability.

### CERTIFICATE OF INSURANCE

A Non - Seventh-day Adventist Group will need to provide a "Certificate of Insurance" of \$3,000,000 million one month prior to the event. *The Alberta Conference of the Seventh-day Adventist Church* needs to be named as additional insured. The address is 5816 Highway 2A, Lacombe, AB T4L 2G5, (403) 392-5044, ext. 201. The contact person is: Penny Marcinyk. Please send a copy to [bookings@foothillscamp.ca](mailto:bookings@foothillscamp.ca).

### DEPOSIT/FEES

A **\$500.00** non-refundable **Reservation Fee/Damage Deposit** is required before any booking is confirmed. Once your event has been held and no damages incurred, the \$500.00 will be applied against your final invoice.

### LODGING

The camp has several different options for spending the night: LODGE, CABINS, and CAMP SITES. Please indicate on the booking request form how many nights your group is staying. There is wheelchair access to the upper lodge rooms and dining area.

The **LODGE** has three types of rooms for overnight stay.

- The **NEW Lodge Rooms w/Bathroom** were recently renovated. The beds in these rooms include linens (bedding).
- The **Lodge Rooms w/Bathroom** have the option to include linens as well.
- The **Lodge Rooms – Regular** include beds only. Please let the guests know that they need to bring their own bedding and towels.

**CABINS** are also available. These rooms include bunk beds and are heated but do not include bedding or towels. A regular bed is also included in some of the cabins. Please view the **Cabin Map** for more information.

**CAMP SITES** are available for use during the summer camping season (May 15-September 5). Early spring rentals may not have water/sewer available (weather permitting).

## MEALS

**If your group is providing their own meals, you can skip this section.**

Vegetarian meals are available during your groups stay. Kids 3 and under eat free. Please indicate the number of meals your group needs. For example, if your group is staying for Friday Supper through to Sunday Breakfast, please indicate 5 meals. *Please NOTE, a **Minimum** of 3 meals at \$300/meal is required for meals to be provided by the camp.*

## AMENITIES

Additional space available for rent include:

### KITCHEN & DINING ROOM

Rental of the Kitchen requires a Food Safe Certificate. Please send a copy of the certificate to [bookings@foothillscamp.ca](mailto:bookings@foothillscamp.ca). No meat can be prepared in the kitchen. Please bring your own BBQ/Camp Stove to cook these items during your stay. **NOTE:** *If you are purchasing meals from the camp (see **MEALS** section above), you will **NOT** need to rent the kitchen separately.* There is wheelchair access to the upper lodge rooms and dining area.

### DINING ROOM ONLY

The dining room has a cozy rustic feel. There is seating for 140 people as well as 7 child booster seats and 2 highchairs. Off the dining room is a spacious outside deck with 10 picnic tables that overlook the river below. There is wheelchair access to the upper lodge rooms and dining area.

### LOWER LODGE ASSEMBLY

Great space for group meetings, worship, children's program. This space includes a stage, podium, music stands, 122 padded chairs, tables (by request), and a sound system (with 4 handheld wired mics and 2 mic stands), electric piano, upright piano, computer cart, and projector (with HDMI adapter). There is also a fridge available for use.

### PRIMARY BUILDING

Great space for group meetings, worship, children's program. This building is heated and has 160 padded chairs. Space also includes a sound system with 3 wired handheld mics (with stands), 1 wireless handheld mic, 3 di boxes, 3 music stands, stage lights, a computer, dual projectors (left and right of stage), an electric piano, and a upright piano.

### KINDERGARTEN BUILDING

Great space for small group meetings and children's programs. This building is not heated. There is 30 foldable adult chairs and 50 children's chairs.

### AUDITORIUM & GYMNASIUM

Great for large groups. Includes large stage, sound system with 4 handheld wireless mics, 4 handheld wired mics, 2 mic stands, 2 di boxes, 3 music stands and a projector (with hdmi connection). 600 foldable plastic chairs are available at this location. Basketball and hockey nets are available for use in the gymnasium.

### GYMNASIUM ONLY

Basketball and hockey nets are available for use.

### HERITAGE CHURCH

This country church is a favourite for weddings, prayer meetings, Bible study or small groups. It has a pump organ.

### OUTDOOR AMPHITHEATRE & FIRE PIT

This area has fire pit, benches and a stage. Electrical plugins are there to plugin your sound system. Firewood available on request.

### SHERWOOD FOREST

This non-serviced area sleeps 32 people in tree-house style cabins. A rustic fire pit with firewood is provided. A water tank provides water for cooking in the cook house and propane and stove are provided.

### EDUCATION CENTRE

This brand-new building is in a beautiful wooded area and is great for weddings, prayer meetings, Bible study, nature enthusiasts, bird watchers, and educational groups. This area is by water, contains an outdoor firepit, has solar electricity and an indoor wood stove for heat and cooking.

### LOG CABIN

This rustic cabin is in a beautiful wooded area next to water. It's a great spot for groups to spend time in nature. This area has an outdoor firepit. There is no electricity or running water at this location.

## INFORMATION ABOUT AVAILABLE AUDIO/VISUAL EQUIPMENT

### **Auditorium**

#### *Specs*

- 50ft x 118ft
- Capacity 500

#### *Front of House*

- 8 JBL 4892 Array Speakers

- 3 Mackie HD 1801 Subwoofers
- 1 Allen & Heath iLive R-72 Digital Sound Console
- 1 Allen & Heath iDR-32x16 Digital Snake
- Outdoor Speakers

### *Stage AV Equipment*

- 4 Sennheiser Wireless e835 Mics
- 2 Sennheiser e835 corded handheld mics
- 2 DI boxes for instruments
- 1 Digital Keyboard & DI box
- 1 Rapco LTIBlox for Laptop Audio

### *Video/Lighting Equipment*

- 1 Ceiling Mounted Projector with HDMI connection
- Basic stage lighting (on/off)

### ***Items to rent for auditorium if needed***

To rent additional AV equipment for your event, we recommend contacting Parkland Audio in Red Deer at (403) 309-9499 and mention Foothills Camp.

<b>Item</b>	<b>What to rent</b>	<b>What is available in auditorium</b>
Stage Monitors	4 powered speakers 25ft XLR cables	4 XLR monitor channels are available
Delay 2 Speakers	2 passive speakers with speakON connections Speaker stands	Amp and Wiring installed
Headset for speaker	Wireless headset	2 XLR headset channels are available
Additional Instruments	DI boxes XLR Cables Instrument Cables	2 additional XLR channels are available
Choir	Choir Mics Mic Stands	4 XLR choir mic channels are available

### **Primary Building**

#### *Specs*

- 66ft x 46ft
- Capacity 230

#### *Front of House*

- 2 Peavy Speakers
- 1 Mackie ProFX22 Analog Sound Board

#### *Stage AV Equipment*

- 3 Shure SM-58 corded handheld mics
- 2 DI Boxes for instruments
- 1 Yamaha P115 Digital Keyboard & DI box
- 1 Rapco LTIBlox for Laptop Audio

#### *Video/Lighting Equipment*

- 2 Ceiling Mounted Projectors with VGA Connection
- 1 Computer with ProPresenter
- 8 LED Lights and Control Surface

#### *Items to rent if needed*

- Wireless headset

### **Lower Lodge**

#### *Specs*

- 37ft x 45ft
- Capacity 150

#### *Front of House*

- 2 QSC K-10 Speakers
- 1 Allen & Heath iDR-16x8 Digital Snake
- 1 iPad mini for sound console control

#### *Stage AV Equipment*

- 3 Sennheiser e835 corded handheld mics
- 2 DI Boxes for instruments
- 1 Yamaha P115 Digital Keyboard & DI box
- 1 Rapco LTIBlox for Laptop Audio

#### *Video/Lighting Equipment*

- 1 Ceiling Mounted Projector with VGA Connection

#### *Items to rent if needed*

- Wireless headset