

Reservation Procedure

Camp Tukuskoya is available to rent by Seventh-day Adventists in good standing, and by other non-profit groups.

1. Call or email Camp Tukuskoya office to check availability.
2. Choose dates. Alaska Conference related groups have priority for reservations up until one year prior to the event. Reservations will be taken for all other groups up to one year prior to the event.
3. Camp Tukuskoya will email the group representative a reservation packet which includes:
 - Reservation Form
 - Contract
 - Policies
 - Boat/watercraft/waterfront Policy
4. Camp Tukuskoya will hold the reservation until the completed Reservation Form and signed Contract are received or until the end of three business days (Monday to Friday) whichever comes first.
5. Upon receiving the completed reservation form and signed contract Camp Tukuskoya will contact the group representative to collect the deposit.
6. Once the deposit is received Camp Tukuskoya will send email confirmation of the reservation to the group representative.

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

Group Representative Contact Information

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

Reservation Options	\$150 per night constituency church	\$250 per night non-constituent groups
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Moose Cabin	Max Occupants 10	# Occupants requested_____
Lynx Cabin	Max Occupants 10	# Occupants requested_____
Seal Cabin	Max Occupants 10	# Occupants requested_____
Walrus Cabin	Max Occupants 10	# Occupants requested_____
Grizzly Cabin	Max Occupants 10	# Occupants requested_____
Wolf Cabin	Max Occupants 10	# Occupants requested_____
Caribou Cabin	Max Occupants 2 adults 2 small children	# Occupants requested_____
Bath House Room 1	Max Occupants 2	# Occupants requested_____
Bath House Room 2	Max Occupants 2	# Occupants requested_____
Bath House Room 3	Max Occupants 2	# Occupants requested_____
Bath House Room 4	Max Occupants 2	# Occupants requested_____
Boat House Room 1	Max Occupants 2	# Occupants requested_____
Boat House Room 1	Max Occupants 2	# Occupants requested_____
Lodge Room 1	Max Occupants 6	# Occupants requested_____
Lodge Room 2	Max Occupants 4/ Meeting area small	# Occupants requested_____
Tents \$2 per night per person or \$6 per family	Not to exceed Camp capacity of 100 Occupants	# Occupants requested_____

Meeting Areas		
Lodge \$100 per day no extra charge with nightly rental	Max Occupants 100	
Craft Shed \$0 extra per day	Max Occupants 20	
Boat House Room 2 \$0 extra per day	Max Occupants 20	
Kitchen \$0 extra per day. Basic kitchen cooking utensils provided but are limited. Recommend your group provides paper products.	You bring and prepare your own food for your group	
Campfire Bowl \$0 extra per day, extra \$30 for wood		

Audio Visual/Power	No audio visual equipment available at this time		
Lodge			
Boat House Room 2			
Craft Shed			

Boat/Personal Watercraft Reservation			
Ark			
Pontoon Boat			
Canoe's			
Jet Ski if available			

Guest Policies

Camp Tukuskoya is a non-profit Christian organization owned and operated by the Alaska Conference of Seventh-day Adventists.

DEPOSIT

All group reservations require a deposit equal to the minimum cost per lodging unit for the first night's stay.

- Deposits by credit cards will be charged at the time the reservation is taken
- Deposits by check are accepted only from Alaska Conference entities and must be received within 10 days or the reservation will be cancelled
- Deposits by cash cannot be accepted at this point.
- Full payment of the entire rental is due 2 weeks prior to check-in date. Your reservation will be canceled if full payment is not received

Please Note:

\$100 of the deposit is non-refundable.

CANCELLATION

Reservations cancelled at least 60 days prior to scheduled check-in

- Deposit may be refunded (minus \$100) or kept on hold for up to one year from the date of the reservation.

Reservations cancelled less than 60 days prior to scheduled check-in

- Deposit will be forfeited.

Please Note:

In the event that a reservation is cancelled by Camp Tukuskoya due to an emergency, no cancellation penalty will apply and the deposit will be returned.

GENERAL

TRANSPORTATION

Camp Tukuskoya is a remote camp. Transportation to/from the camp in the summer is limited to boat and sea plane access. There is NO road access during the summer months. During winter months it can be accessed via the ice road or snow machine. However, the accommodations are not winter ready at this time.

WATER ACCESS

Feel free to use your own boat, whether it be canoe, kayak or motorized. You are responsible for put-in costs at the marina for motorized boats, or you may put-in at Mosquito Point currently at no charge. Parking can be limited at Mosquito Point during busy weekends, so keep this in mind. Be aware of the local laws regarding motor requirements. As of 2018 no two-stroke motors will be allowed on the lake system.

OWNER BOAT USE: (please see Camp Tukuskoya Boating Policy)

- You are responsible to follow all US Coast Guard rules. These lakes are patrolled by State Troopers and they can/will board and inspect at their discretion.
- You are required to follow the camp water safety rules at all times. Refusal or negligent use of you boat/water craft may result in a request that you leave the camp, and could hamper your ability to rent the camp in the future. These are not suggestions, many are state or federal laws. We want everyone to enjoy their stay without any unnecessary injuries. We also want the other people we share the lake with to enjoy sharing it. However, **Safety** is our primary goal.

Camp Boat Use

- Boat/personal watercraft may be driven only by authorized camp personal checked out by **Jonathan Cline** (907)841-1857 and Boat Handler Permit certified with a permit of any state. A free website is www.boatus.org.
- Camp boat use must be reserved ahead of time
- Canoes are available on first come first served basis
- Your group is responsible for providing gas for all boat use.

Caution winter use

At NO TIME is the water system to be used, including putting water into the toilets, once the camp is winterized. Fines will be assessed for the group to include \$100 minimum and complete cost of the repair including \$30 an hour labor and cost of all parts. This fine will not be able to be fully assessed until summer de-winterization of the camp.

CHECK IN / OUT TIME

- Check in 3:00 pm
- Check out 1:00 pm

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 Tukuskoya's property with the exception of registered service animals. These animals must be leashed at all times, and cleaned up after.

Please Note:

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

ALCOHOL / NON-PRESCRIPTION ILLEGAL DRUGS / MARIJUANA & TOBACCO

The consumption or possession of any form is prohibited on Camp Tukuskoya's property.

Please Note:

A \$250 fine will be charged if evidence of alcohol, drugs, marijuana or tobacco is found on Camp Tukuskoya's property. Noncompliance will result in dismissal from Camp Tukuskoya's property.

GROUP LEADER CHECK IN

Group Leaders are expected to arrive with their group.

It is the Group Leader's responsibility to check in their group members and collect all fees.

Upon arrival, please check in at the Camp Tukuskoya office.

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

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 efficiently as possible at Mosquito Point. Parking is very limited and we need to be respectful of other property owners on the lake. Consider car pooling.

- **No parking** in front of the neighbors driveways.

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/EQUIPMENT

Please do not move furniture, or return it to its original location before checking out.

Please Note:

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

PROPERTY DAMAGE / MISSING ITEMS

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

Noncompliance may result in dismissal from Camp Tukuskoya's property.

PERSONAL PROPERTY / LOST AND FOUND

Camp Tukuskoya is not liable for the theft, loss, damage or destruction of personal property in the absence of gross negligence on the part of Camp Tukuskoya or its employees. Camp Tukuskoya 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

Food service is not provided at this time. You are responsible for providing for your group. There are some cooking utensils available for your use, but it is limited.

ACTIVITY AREAS

Swimming area, hot tub, challenge course and rock wall are off limits unless supervised by authorized personnel.

AMENITIES

Linens and towels are not provided in the rental. Please bring all of your own bedding. Cooking and eating utensils are available only for kitchen rentals. TP and other paper products should be provided by your group.

EMERGENCY INFORMATION

Camp Tukuskoya 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 Tukuskoya

FIRE

Please notify Camp Staff immediately.

- Fire Evacuation plans are posted behind the door in each unit
- Fire extinguishers 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:

-There are times of high fire danger in which a fire will not be permitted for any reason. Please check <https://dnr.alaska.gov/burn/> for current burn permit requirements and fire conditions.

- 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

TELEPHONE / INTERNET

Cell phone use may be sketchy at times. You will find the best connection may be out front of the lodge. Internet is not available to guests.

MAINTENANCE

Camp Tukuskoya strives to maintain a well functioning facility.

Please report any maintenance needs (heating, electricity or plumbing) to the Camp Tukuskoya Office. Repairs will be completed by authorized camp staff.

GROUNDS

Please partner with us in keeping Camp Tukuskoya litter free. Do not leave food items or trash outside so as not to attract bears or other animals.

RELIGIOUS PRINCIPLES/SABBATH

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

- Camp Tukuskoya requests that our guests be sensitive and respectful in all activities from sunset Friday through sunset Saturday when sharing the grounds with other guests.

- Guests are encouraged to enjoy the Sabbath by experiencing the beautiful natural surroundings.

FIREARMS / FIREWORKS

Possession or discharging of either is prohibited.

Please Note:

Noncompliance will result in dismissal from the camp.

ENVIRONMENT

Each visitor is responsible to see that wildlife, vegetation, equipment, and buildings are protected from damage by members of their family or group. Trees and vegetation cannot be removed by anyone other than staff. Campfire wood must be brought with you unless you pay the fee for on location wood to be provided by staff.

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

We do have moose and the occasional bear on the property. Please do not store open food in your cabin/room. This must be stored in the kitchen area.

WEATHER AND WINTER USE

You are responsible to bring gear appropriate for the weather. None of the facilities are insulated for winter use. The Lodge may be used for winter activities, but it is by no means warm even with a fire going in our cold winter months. All human waste must be removed from the camp with winter rental as there is no operational sewage. All water must be brought with you for a winter rental as there is no winter water available either.

WASTE DISPOSAL

All garbage waste must be removed by your group upon your departure. There is a Dump Transfer Station located just outside of Big Lake on Hollywood Dr. Their hours of operation can be determined online at <http://www.matsugov.us/facilities/biglaketransfer>.

CONTRACT

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

____ I acknowledge that I have read and understand all of the information and policies in this document 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.

____ Groups that are not a direct entity of the Alaska Conference Of Seventh Day Adventists must carry their own renters insurance, and provide written documentation.

Date of reservation ____/____/____ Arrival: ____/____/____ Departure: ____/____/____

Group Representative full name: _____

Group Representative signature: _____

Person responsible for:

Start-up/shut-down: _____ PH _____

Boat Operation: _____ PH _____

Waterfront safety: _____ PH _____

First Aid/CPR: _____ PH _____

Estimated # in group: _____ Estimated rental charges \$ _____

Security deposit \$ _____

Facility Rentals \$ _____

Total Payment Due: \$ _____

Date: ____/____/____

Camp Tukuskoya Official _____

Date of Approval ____/____/____

Actual # in group _____ Actual rental charges \$ _____

Less Pre-payment - \$ _____

Balance Due \$ _____

CHECK OUT PROCEDURE

- ___ Blow out all pilot lights
- ___ Shut off propane
- ___ Empty all trash and take it with you
- ___ Wash and store all dishes
- ___ Wash and store all kitchen laundry
- ___ Take all food out of Walk-In
- ___ All food left in pantry must be in animal proof containers
- ___ Wash all kitchen counters and shelves with bleach solution
- ___ Sweep and mop kitchen, hall, bathroom and lodge
- ___ Sweep all cabins used
- ___ Empty trash in bathrooms
- ___ Clean all toilets and showers
- ___ Keys turned in
- ___ Refill gas tanks on boats used by your group

WATERFRONT/BOATING POLICY

State law requires all persons 12 and under must wear a life jacket when on the dock, in a boat or personal watercraft, or skiing/tubing at all times.

All persons on a motorized watercraft must wear a Type II or III life jacket at all times.

All persons skiing or tubing must wear a Type III life jacket.

Swimming is allowed without a lifejacket if a certified lifeguard is on duty. Renters are responsible for providing their own lifeguard for their group.

Camp Owned Personal watercraft drivers must be 18 y/o **without** a passenger.

Camp Owned Personal watercraft drivers must be 25 y/o to have a passenger.

Boat driver must be 25 y/o.

All motorized watercraft drivers must have a Boat Handler Permit.

Private owned personal watercraft and boat drivers must follow camp owned boat rules to use Camp Tukuskoya dock.

Hot tub use:

Occupants must shower first.

No wetsuits.

Going back and forth to the lake is not allowed, it makes it very difficult to maintain healthy chemical levels.

Chemical levels must be checked every 30 minutes while in use.

Children under 16 must be visibly supervised by an adult(18+ y/o or certified life guard)at **ALL** times.