# Camp Perry Lodging and Conference Center

**1000 Lawrence Road, Building 600**

**Port Clinton, Ohio 43452-9578**

# 614-336-6218

# cplccinfo@gmail.com

#  TEAM RESERVATION REQUEST INFO

Junior Team Submission date March 17, 2022

Each Organization or Club may only submit one junior and one adult team (**MUST BE SEPARATE REQUESTS ON CORRECT DATES**) request for each of the National Match phases. Submitting on wrong dates or duplicate requestforms will cause elimination of all reservation requests.

Team Reservations must be coordinated by a single Point of Contact. Only this person may request, change, cancel or check in reservations.

Teams must be able to provide proof of being a CMP Affiliated Club or State Association. This is critical, as this information will be verified through the CMP prior to processing your reservation request. If you are found to requesting in the wrong priority time frame, your request may not be honored.

**The Point of Contact is responsible for the following:**

**1**. Completing and submitting a 2022 National Match Team Reservation Form and requesting the total number of beds/lodging units with arrival and departure dates - the request must be completed and submitted online starting **March 17, 2022.** Walk-ins will not be accepted.

**2**. Making a deposit payment on all reservations equal to the first night’s rental on each property reserved once confirmation has been received from Camp Perry - ***This deposit is not refundable for any reason****.* The deposit payment should not be submitted with the reservation request; payment will be requested after reservations have been confirmed by the Camp Perry Lodging Office. Deposits must be received within 14 days after the confirmation notification has been received to guarantee reservations. Deposit payments may not be moved to cover the cost of another bed, but are transferable when upgrading types of accommodations only.

**3**. All changes to reservations: Must be made 24 hours prior to the 2 pm check in time. **Changes** to reservations must be made prior to check-in. Cancellations will result in a forfeiture of deposit. Once the reservation has been checked-in, the renter is obligated to pay the full rental amount. **You will be allowed two changes anything after that there will be charge.** Changes or cancellations can only be made by the POC. ***No refunds will be given for early departure****.*

**4**. Picking-up and signing for all reservations at the rental office on arrival date. **Check in** time for all reservations is from 2:00 PM until 10:00 PM EST. Reservations that are not picked up by 10:00 PM EST on the arrival date will be considered cancelled unless arrangements have been made with the Lodging Office prior to the office closing at 10:00PM. **Check out** must be accomplished no later than 10:00 AM EST for all properties except the RV Park. Check out time for the RV Park is noon. Ensure the rental unit is cleared and all keys returned on the morning of departure. ***Additional charges will be incurred for late checkouts, no shows/failure to cancel, and lost keys.***

**5**. Making payments in full on all reservations at check-in

**6**. Ensuring that all team members are aware of the National Match Lodging procedures and Camp Perry regulations

**Please provide all information, so that we can process your form accurately.**

**Types of Lodging:**

 Huts - 4 single beds $60.85 per night, rented by room

RV Site - Full service $50.03 per site, per night

Tent Camping - 1 site $26.69 per site, per night

Barracks Bed – 1 single bed $16.72 per night, per bed

\*\*Prices include tax\*\*

\*You may request a specific hut by number, we will try to honor your request, but cannot guarantee.

1. Type of Rental Unit (s): Arrival Date:

 Number of Occupants: Departure Date:

 Number of Units:

2. Type of Rental Unit (s): Arrival Date:

 Number of Occupants: Departure Date:

 Number of Units:

3. Type of Rental Unit (s): Arrival Date:

 Number of Occupants: Departure Date:

 Number of Units:

4. Type of Rental Unit (s): Arrival Date:

 Number of Occupants: Departure Date:

 Number of Units:

5. Type of Rental Unit (s): Arrival Date:

 Number of Occupants: Departure Date:

 Number of Units:

6. Type of Rental Unit (s): Arrival Date:

 Number of Occupants: Departure Date:

 Number of Units:

*You may attach an additional page if needed.*

Name of Team (as listed with CMP):

Is the Team listed above a Junior Team? YES / NO (circle one)

Team Point of Contact:

Email Address:

City: State: Zip:

Daytime Telephone:

Comments:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attach proof of CMP Affiliated Club or State Association for your Team.**