

# Hanging Rock Christian Assembly, Inc.

## Facilities Reservation Form

To schedule use of Hanging Rock's facilities and activities, please fill out this form and return it to:

Hanging Rock Christian Assembly, P.O. Box 218, West Lebanon, IN 47991.

Please include reservation fee with your form to confirm your event.

Your event will be confirmed on the calendar once the Reservation Form has been signed and returned to the camp office, which must be no later than 14 days before your event.

### GROUP INFORMATION

Name of Church \_\_\_\_\_ Name of Group/Class \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Dates of Event \_\_\_\_\_ Time: from \_\_\_\_\_ am / pm to \_\_\_\_\_ am / pm

Event Coordinator's Name \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Number expected in your group: \_\_\_\_\_ Number of males: \_\_\_\_\_ Number of females: \_\_\_\_\_

### If you would like food service, please mark all meals that you will need

**Sunday:** ( ) Breakfast ( ) Lunch ( ) Dinner **Monday:** ( ) Breakfast ( ) Lunch ( ) Dinner

**Tuesday:** ( ) Breakfast ( ) Lunch ( ) Dinner **Wednesday:** ( ) Breakfast ( ) Lunch ( ) Dinner

**Thursday:** ( ) Breakfast ( ) Lunch ( ) Dinner **Friday:** ( ) Breakfast ( ) Lunch ( ) Dinner **Saturday:** ( ) Breakfast ( ) Lunch ( ) Dinner

**(HRCA provides food service for groups of 40 or more only)**

### FACILITIES REQUESTED

#### **MEETING**

Leadership Development Center (LDC)

Classrooms in LDC \_\_\_\_\_ How many?

Retreat Center (Up to 100 people)

Dining Hall

Chapel (at least 50 or more people)

Classrooms in Chapel \_\_\_\_\_ How many?

Outdoor Shelter \_\_\_\_\_ How many?

#### **LODGING**

Men's Dorm \_\_\_\_\_ No. of people

Women's Dorm \_\_\_\_\_ No. of people

Hilton \_\_\_\_\_ No. of rooms;

Number in each room: \_\_\_\_\_

Apartment \_\_\_\_\_ No. of people

Campsite

\* \_\_\_\_\_ No. of units with electricity

\* \_\_\_\_\_ No. of units without electricity

Wilderness Cabins \_\_\_\_\_ How many?

### FACILITATED ACTIVITIES REQUESTED

**(Limit: One each full day of stay)**

Zip Lines

Times \_\_\_\_\_ No. people \_\_\_\_\_

Giant Swing

Times \_\_\_\_\_ No. people \_\_\_\_\_

Indoor Rock Climbing

Times \_\_\_\_\_ No. people \_\_\_\_\_

Bazooka Tag

Times \_\_\_\_\_ No. people \_\_\_\_\_

Indoor Archery  Outdoor Archery

Times \_\_\_\_\_ No. people \_\_\_\_\_

Swimming Pool (Seasonal)

Times \_\_\_\_\_ No. people \_\_\_\_\_

Cliff Rappelling (Seasonal)

Times \_\_\_\_\_ No. people \_\_\_\_\_

Low-Impact Challenge Course

Times \_\_\_\_\_ No. people \_\_\_\_\_

Paddle Boats, Canoes, Kayaks, Life Vests (Seasonal)

Times \_\_\_\_\_ No. people \_\_\_\_\_

Paintball (\$35 extra fee, per person)

Times \_\_\_\_\_ No. people \_\_\_\_\_

Horseback Riding (\$35 extra fee, per person)

Times \_\_\_\_\_ No. people \_\_\_\_\_

User agrees to hold harmless, indemnify and defend HRCA from any and all liability and medical costs which may result from any person using HRCA's facilities, including entrances, exits, and surrounding areas for User's purpose. HRCA is an alcohol and tobacco-free facility.

**Please sign and return to Hanging Rock with your nonrefundable reservation fee of \$250.00.  
The reservation fee will be applied to your bill.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_ **Fees Enclosed \$** \_\_\_\_\_