



Westwind Stewardship Group

Camp Rental Reservation Request Form

Group Information:

Group/Company/Organization Name: _____

Main Contact Person: _____ Phone Number: _____

Contact Email: _____

Secondary Contact: _____ Phone Number: _____

Secondary Contact Email: _____

Billing Person: _____ Billing Email: _____

Billing Mailing Address: _____

City: _____ State: _____ Zip Code : _____

Who would we make the security deposit refund check out to: _____

Are you a Non-Profit Group/Organization (Circle one): YES NO

If Yes, what is your Non-Profit Tax ID Number: _____

Tell us about your reservation request:

First choice reservation dates (2-night minimum): _____

Secondary reservation dates: _____

How many people total: _____ (145 people max.)

(Approx #) Adults: _____ Teens (13-18 years old): _____ Youth (3-12 years old) _____

Check in/out time

General check-in time is **3:00 p.m.** on arrival day and check-out is **11 a.m.**

Early check-in/late check-out will be charged an additional **\$100** per hour.

☐ Request Early Check-in time of: _____ ☐ Request Late Check-out time of: _____

Tell us about your rental needs:

Packages available (select one):

- ☐ **Westwind Package** includes: Use of Wilson Lodge and lounge, 13 camper sleeping cabins, McIver Lodge & Dormitory, Wyeast, and Cascade Head. No other overnight groups in camp during your rental. Maximum 145 people.
- ☐ **Wilson Lodge Package** includes: Use of Wilson Lodge and lounge, 13 camper sleeping cabins, and Cascade Head. There will possibly be another rental group present at the same time. Maximum 120 people.
- ☐ **McIver Package** includes: McIver Lodge and Dormitory. There will possibly be another rental group present at the same time. Maximum 16 people.
- ☐ **Wedding Package**: Use of Wilson Lodge and lounge, 13 camper sleeping cabins, McIver Lodge & Dormitory, Wyeast, and Cascade Head. Includes 2 additional staff to help with site needs. No other overnight groups in camp during your rental. Maximum 145 people.

Stand-Alone Cabin Rentals (or could be added on to a package)

- ☐ **Wyeast Cabin**: Available as a standalone rental Maximum 5 people. Restrictions apply.
- ☐ **Ridge Cabin**: Available as a standalone rental or add-on to a package. Maximum 5 people. Restrictions apply.
- ☐ **Trillium Cabin**: Available as a standalone rental or add-on to a package.. Maximum 2 people. Restrictions apply

Additional add-ons

- ☐ **Roost Cabin**: Maximum 4 people. Restrictions apply.
- ☐ **Neskowin Cabin**: Maximum 2 people. Restrictions apply
- ☐ **Cascade Head Bathhouse/Restrooms** *(included with the Westwind and Wilson Packages)*
- ☐ **Wilson Staff/Volunteer Bathrooms** *(not included on any packages)*
- ☐ **Platform tents** (available Mid June - October only, 5 located in the dunes, 2 located in cabin area). Restrictions apply.
- ☐ **Additional arrival/departure** (each reservation comes with one arrival & departure, additional arrival/departure requires an additional fee).
- ☐ **Programs**
 - ☐ Archery
 - ☐ Kayak/canoe
 - ☐ Challenge Course

Please give a brief description of your event and any additional information you feel would be helpful for us to best understand your reservation needs:

Catering Options:

Large Groups (Westwind/Wilson Package Groups)

Catering is **\$105** per person for our **6-meal bundle**. This includes arrival day dinner; second-day breakfast, lunch, and dinner; departing day breakfast and a pack-out lunch; or **\$95** per person for our **5-meal bundle** (no pack-out lunch). Additional meals may be added. A minimum of 20 persons per meal is required. You have up to 2 weeks before the first day of your event to change the number of people/meals without fees. If you need to add additional people after the two-week deadline, the fee is an additional \$5 per person per meal. Groups are responsible for setting up the dining hall for meal time, cleaning up, and meal dishes (must be 18 years + to do dishes).

Would you prefer an: ☐ Omnivore menu ☐ Vegetarian menu

How would you like your meals served? ☐ Galley/Buffer Style ☐ Family Style

How many meals:

☐ 5-meal bundle for \$95 per person (Arrival dinner; 2nd-day breakfast, lunch, dinner, departure breakfast)

☐ 6-meal bundle for \$105 per person (same as 5-meal, but add on a pack-out lunch)

If your group is staying longer than 2 nights, you will need to add additional meals, how many additional meals do you need: _____

☐ Other (procurement; etc.) _____

Mclver Take and Bake

For Mclver rentals, we offer a “take and bake” service, which means the Westwind Kitchen will put the meal together, get it ready to cook and provide cooking instructions. Cost is \$10 per serving, this has a 10-serving minimum and 30-serving max. Servings consists of a 4oz protein, 2 side items. If your group is a heavy eating group, please up your serving numbers.

Would you prefer an: ☐ Omnivore menu ☐ Vegetarian menu

Take and Bake How many meals? _____ How many servings? _____

If you have any notes, additional meal needs or menu ideas please let us know here:
