



# 2024 Pricing Guide

## Wisconsin Lions Camp Rentals

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## ***Welcome!***

The Wisconsin Lions Camp is owned and operated by the Wisconsin Lions Foundation, Inc. (WLF), a non-profit organization that administers five statewide projects primarily supported by the Lions Clubs of Wisconsin and other donors. Those projects include the Wisconsin Lions Camp, which provides children and adults with disabilities a free, one-week camping experience, Eyeglass Recycling, Diabetes Awareness, Hearing, and Vision Screening.

We look forward to working with you to host your event. We are a beautiful 440-acre facility featuring a private 45-acre lake, comfortable housing, diverse meeting spaces, food service, and a variety of programming and activity options. Our friendly staff will assist you in every step of your time with us.

Before you begin please review our Rentals Information and FAQs:

### **Rentals Information:**

- Our main Rentals season runs from mid-August through May each year.
- We are unable to provide overnight rentals from the beginning of June to the middle of August.
- Day programs for meetings or activities may be available during the summer months; please contact us for availability.
- Reservations may be made up to one year in advance.
- Due to the extraordinary effort required, we are not available for wedding ceremonies or receptions.
- The fees we generate from our Rentals Program offset the costs of our Summer Camp.
- All rates, including deposits, are subject to change without notice.

### **Frequently Asked Questions:**

#### ***Who should we contact about Wisconsin Lions Camp Rentals?***

Phillip Potter, our Hospitality Director, is available at 715-677-4969 ext. 316 or [phillip.potter@wisconsinlionscamp.com](mailto:phillip.potter@wisconsinlionscamp.com). Once your event is booked, one of our dedicated staff will be assigned to work with you to make your event successful.

#### ***When do I need to send in final numbers?***

We need final numbers at least two weeks before your rental starts. This is because we need to order your food and verify lodging and meeting space availability. This number also serves as your billing number. If you do not update this number, we will use the original one on the agreement.

***We'd like to choose our menu – can we?***

Groups have the ability to choose from three different meal plans when using our food service. Menus will be set based upon the meal plan selected and groups will have the opportunity to provide input on their menus prior to the event. The Food Service Supervisor reserves the right to make final decisions regarding all menus served and any substitutions to the planned menu.

***We would like to cook our own meals – can we?***

There is one kitchen and one kitchenette available for rent at Camp: the Pinewood Kitchen or the Board Room Kitchenette. The rental includes the kitchen space, appliances, cooking tools, and tableware. Please contact us for a complete list of supplies that are available in our kitchens. Our main kitchen in the Dining Hall is not available for rent.

***How is the final invoice determined?***

Rental groups will be invoiced for actual attendance unless the attendance is less than 90% of the reserved number, in which case the reserved number less 10% will be invoiced.

- For example, a group reserves Camp for 100 people but only 82 people attend. We will charge for 100 less 10% which would be 90 people. Even though a group had only 82 attendees, we incurred costs preparing for 100 people and need to cover that cost.

***When will the invoice be sent?***

Invoices will be given to the contact person before departure whenever possible. We prefer to review the invoice in person to ensure it is accurate. If an invoice cannot be given to the contact person at the time of departure, it will be emailed as soon as possible.

***What forms of payment do you accept?***

We accept payments via cash, check, money order, credit card, and PayPal. Checks or money orders should be made payable to Wisconsin Lions Foundation, Inc. For any payments made via credit card or PayPal, a 2.5% processing fee will be added to the total due.

***When is payment due?***

Payment is due on the payment due date listed on the invoice, typically 30 days after the invoice date. All invoices that are outstanding after the payment due date will be charged a 1.5% late fee which will continue to be charged for every additional 30 days the payment is outstanding. Please contact us if your organization has accounting procedures that take additional time and could delay payment. Rental groups with outstanding invoices will not be allowed to reserve a future event until they are paid in full.

**How can we cancel our event?**

- If a rental group wishes to cancel its reservation and notifies the Hospitality Director or your Rentals Host in writing at least 30 days prior to the reservation, the deposit may be transferred to another date within the next 12 calendar months (if scheduling allows) or refunded.
- Between 14 days and 30 days before the event, the deposit will be forfeited.
- If the reservation is cancelled 14 days or less before the event, rental groups will be billed for 50% of the fees based on the reserved number.
- Groups requiring snow or other special considerations to run their programs may be rescheduled up to the actual event date without penalty. These groups will have tentative make up dates made available to them at the discretion of the Hospitality Director. The deposits will be carried over to the next reservation or refunded.

**What are the deposit requirements?**

We require a deposit with the agreement to hold your reservation. The chart below shows the typical deposit amounts.

Less than 50 people	\$100.00	151 – 179 people	\$400.00
50 – 100 people	\$200.00	180 or more	\$500.00
101 – 150 people	\$300.00		

The deposit will be deducted from the final invoice unless damages to the facility are incurred or the rental group chooses to hold the deposit for their next event. Please contact us if you are not able to provide a deposit.

**How can we have exclusive use of Camp?**

With 440 acres there is plenty of room to spread out. It is common for multiple groups to rent space at Camp at the same time. However, if your group would like to ensure that you are the only rental group at Camp throughout your stay you can request exclusive use of Camp. Exclusive use is based on availability and subject to approval by the Hospitality Director. Exclusive use requests are subject to an additional fee based on the lodging capacity of the buildings you rent. Please refer to the chart below:

Lodging capacity rented less than 50 people	\$3,000 per day	Lodging capacity rented 151 – 179 people	\$325 per day
Lodging capacity rented 50 – 100 people	\$2,000 per day	Lodging capacity rented 180 or more	Included in Rental
Lodging capacity rented 101 – 150 people	\$1,000 per day		

Lodging capacity refers to the number of beds in a building. Current lodging capacities:

- Pinewood Lodge: 48 people
- Duplexes 1-9: 20 people per duplex
- Health Lodge: 10 people
- Crafts Building: 5 people

### ***What are the insurance and hold harmless requirements?***

WLF does not provide any insurance coverage for rental groups. Groups must choose the insurance and hold harmless option(s) that work for them:

- Organizational – requires a copy of the organization’s insurance policy with the Wisconsin Lions Foundation, Inc. named as additionally insured.
- Family – for groups not completing an organizational form, that serve families allowing one adult from each family to sign a waiver for all household members of the family.
- Individual – for groups not completing an organizational form, that serve individuals over 18.
- Youth – for groups not completing an organizational form, serving youth under 18 without parent/guardian supervision.
- Day Use Meeting – for meeting leaders to sign on behalf of the attendees of the meeting they are hosting.

### ***How do I make a rental request?***

Reservations may be requested on our website ([www.wisconsinlionscamp.com](http://www.wisconsinlionscamp.com)) by going to the Rentals section and completing the rental request form. A paper copy of the rental request form is included at the end of this guide and may be filled out and sent in to us. You can also contact the Hospitality Director by email or phone. The Hospitality Director will review all requests and send rental agreements by e-mail for e-signature. All reservations are tentative and may be changed until a signed agreement and deposit are received in our office. Upon receipt of your deposit and signed agreement, your rental will be confirmed, along with meals, programming requests, meeting space, and lodging arrangements. We reserve the right to change lodging arrangements and meeting spaces as needed and will notify groups of these changes.

### ***How can we reserve this date again next year?***

Rental groups will have the opportunity to reserve their dates for the same time in the next calendar year. The deposit from this year’s rental may be held to reserve your dates for the following year. This reservation request should be made with your Rentals Host before departing. If it is not, the date is considered open for rental and may be rented to another group who may be interested. An agreement will be sent after the requested dates are confirmed by the Hospitality Director.

## Lodging

- The rates below are quoted without bedding, pillows, or towels. Beds are twin size.
- Children three years old and under will receive their lodging for free when accompanied by a parent or guardian.
- We reserve the right to change building assignments.

**Crafts Building:                      \$75.00 per night                      Capacity: 5**

The crafts building offers private and semi-private accommodations for group leaders who need to have a space to work in or simply as overflow housing for an event. The building contains two bathrooms, a central lounge area, two private rooms, and three semi-private rooms.

**Duplex Buildings 1-6:        \$350.00 per duplex per night                      Capacity: 20**

Each duplex has two cabins with ten beds each, complete with personal wardrobes for clothing storage. Between the cabin sleeping areas is a comfortable lounge, complete with a microwave and mini-refrigerator, as well as accessible bathrooms. All duplexes are winterized and offer air conditioning for the warm months.

- Duplex 1 – Hemlocks/Foresters
- Duplex 2 – Oakes/Pines
- Duplex 3 – Maples/Birches
- Duplex 4 – Tamaracks/Elms
- Duplex 5 – Aspens/Willows
- Duplex 6 – Trailblazers/Pioneers

**Duplex Buildings 7-8:        \$350.00 per duplex per night                      Capacity: 20**

Duplexes 7 & 8 offer flexibility for our guests. Each duplex has four rooms with five beds each, complete with personal wardrobes for clothing storage. On one end of each duplex is a comfortable lounge area, complete with a microwave and mini-refrigerator, as well as accessible bathrooms. All duplexes are winterized and offer air conditioning for the warm months.

- Duplex 7 – Lakewoods/Hodags
- Duplex 8 – Pathfinders/Traders

**Duplex Building 9:                      \$400.00 per night                      Capacity: 20**

Duplex 9 has the same design as duplexes 1-6; however, it includes an additional meeting space/recreational area in the lower level. If the group does not use the lower level or if the group is an exclusive use group, the rate is \$350 per night.

- Duplex 9 – Lumberjacks/Frontiers

**Health Lodge:                      \$225.00 per night                      Capacity: 10**

With ten private rooms and three bathrooms, the Health Lodge offers the most private lodging at Camp. This space is for groups with guests who may need extra privacy or accommodations. The basement may be used for meeting spaces without disturbing those that are living in the building.



## Meeting Spaces

- All groups renting overnight lodging from us will automatically be provided one meeting space for their event. The meeting space will be determined by the Hospitality Director based on availability and the size of your group.
- Additional meeting spaces may be rented based on availability.
- Groups who have paid for exclusive use will have access to meeting spaces, based upon group size, at no additional charge.
- Meeting spaces are rented on a half-day (6 hours or less) or full day (over 6 hours) basis.

Meeting Space	Table & Chair Recommended Capacity	Chair Recommended Capacity	Rental Rate Half-Day	Rental Rate Full Day
Crafts	22	30	\$50.00	\$90.00
Dining Hall (Main Area)	180	300	\$260.00	\$470.00
Dining Hall Meeting Room	40	60	\$85.00	\$155.00
Duplex 9 Basement	50	75	\$85.00	\$155.00
Duplex Lounge	15	25	\$50.00	\$155.00
Health Lodge Basement	50	75	\$85.00	\$155.00
Health Lodge Upstairs	25	40	\$50.00	\$90.00
Memorial Building	70	150	\$140.00	\$250.00
Pinewood Lodge (Rental Includes Whole Lodge)	40(upper) 50(lower) 15(breakout room)	65(upper) 75 (lower) 30(breakout room)	\$165.00	\$300.00
Rec Shelter *Seasonal	150	250	\$140.00	\$250.00
Sun Room (Memorial)	8	15	\$50.00	\$90.00
WLF Board Room	55	90	\$85.00	\$155.00

Additional Meeting Space Amenities Available	Rental Rates
Board Room Kitchenette	\$75.00 / day
Charcoal Grill / Charcoal	Complimentary upon request
Coffee / Water	Complimentary upon request
Easel	Complimentary upon request
Flip Chart Paper	\$25.00 / pad
LCD Projector	Complimentary upon request
Photocopies	\$0.10 / one sided copy
Pinewood Kitchen	\$150.00 / day
Portable Sound System	Complimentary upon request
Table and Chair Set Up / Take Down	Complimentary upon request
55" TV with HDMI Cord, Cart and Shelf	Complimentary upon request

## Food Service

- Rates listed are for 25 guests or more. If you have less than 25 guests, please contact us to discuss other options.
- Final numbers and special diet accommodation requests are due at least two weeks prior to the start of your rental.
- All meals are served buffet style.
- Children three years old and under eat free when accompanied by a parent or guardian.
- Rates are per person and include coffee, tea, juice, water, and milk for breakfast and milk, coffee, tea and water for all other meals.
- Groups have the ability to choose from three different meal plans. Menus will be set based upon the meal plan selected and groups will have the opportunity to provide input on their menus prior to the event.
- The Food Service Supervisor reserves the right to make final decisions regarding all menus served and any substitutions to the planned menu.

### Camp Favorites Meal Plan

Meal	Youth (4-12 years old)	Adult (13 and older)
Continental Breakfast	\$6.00	\$7.00
Breakfast Meal	\$7.00	\$8.00
Brunch Meal	\$9.00	\$11.00
Bag Lunch	\$7.00	\$8.00
Lunch Meal	\$8.00	\$9.00
Dinner Meal	\$9.00	\$10.00

### Rentals Select Meal Plan

Meal	Youth (4-12 years old)	Adult (13 and older)
Continental Breakfast	\$7.00	\$8.00
Breakfast Meal	\$9.00	\$10.00
Brunch Meal	\$14.00	\$16.00
Bag Lunch	\$9.00	\$10.00
Lunch Meal	\$11.00	\$12.00
Dinner Meal	\$13.00	\$14.00

### Rentals Reserved Meal Plan

Market Price – We will customize a premium menu with your group. During the customization process we will communicate the prices with your group based on your selections.

<b>Meal Additions</b>						
<b>Number of Guests</b>	<b>25-50</b>	<b>51-75</b>	<b>76-100</b>	<b>101-125</b>	<b>126-150</b>	<b>151-200</b>
Soup or Chili	\$75.00	\$112.50	\$150.00	\$187.50	\$225.00	\$262.50
Salad Bar	\$100.00	\$150.00	\$200.00	\$250.00	\$300.00	\$350.00
Selective Eater Table*	\$37.50	\$56.25	\$75.00	\$93.75	\$112.50	\$131.25

\*Selective eater table consists of items to please everyone. Examples include peanut butter & jelly, bread, butter, bagels, cream cheese, and assorted cereals. Please note the selective eater table contents will be changed periodically, contact us for specific items that will be included for your event.

### **Beverage Services**

Please contact us for custom beverage services and pricing. Examples of specialty beverage services include soda and a hot chocolate bar with toppings.

### **Platters, Snacks & Treats**

Please contact us for a custom plan for your event. We will put together a price quote based on your requests. For your convenience we have put together pricing for some of our favorite treats below.

### **Camp Treats**

Cookies	\$1.00 per person
S'mores	\$1.50 per person
Specialty Dessert Bars	\$2.00 per person

## Activities & Programming

- All program areas are subject to availability and, in the event of inclement weather, may be postponed or canceled at the discretion of the Hospitality Director or Rentals Host. Whenever possible, groups will be notified in advance and other activities will be made available.
- All activities may require a safety orientation by Rentals Staff prior to use.
- Please contact us if you would like an activity that is not listed below.

Free Activities		
9-Square	Basketball	Board Games
Boating (Adult Groups Only)	Broom Ball	Campfire
Cross Country Skiing (no equipment)	Disc Golf (with meeting space or lodging rental)	Field Sports (Field Hockey, Kickball, Lacrosse, etc.)
Fishing (valid WI fishing license required)	Gaga Pit	Hiking Trails
Horseshoes	Ice Fishing	Ping Pong
Sand Volleyball	Sledding	Snowshoeing (no equipment)

Equipment Available for Rent			
Arts & Crafts Supplies	Cost varies based on supplies needed		
Cross Country Skis and Poles	\$5.00 per person for length of event		
Pontoon Boat	\$40.00 per hour	\$85.00 per half day	\$125.00 per full day
Snowshoes and Poles	\$5.00 per person for length of event		

Staffed Activities	
Activity	Rate per Facilitator/Lifeguard**
Archery	\$35.00 / hour
Climbing Tower (10 & older)	\$45.00 / hour*
Free Activities (optional)	\$35.00 / hour
Geocaching	\$35.00 / hour
High Ropes/Adventure Course (13 & older)**	\$45.00 / hour*
Initiatives (10 & older)	\$45.00 / hour*
Low Ropes (10 & older)	\$45.00 / hour*
Pontoon Boat Driver (optional)	\$35.00 / hour
Swimming	\$45.00 / hour
Teambuilding	\$45.00 / hour
Wagon Rides	\$45.00 / hour
Youth and Family Boating	\$45.00 / hour

\* Climbing tower, initiatives, teambuilding, low and high ropes rates above are for groups that stay overnight.

\*\* The number of facilitators/lifeguards will be determined based upon the size of your group. For high ropes/adventure course there is a minimum of 2 facilitators required for the activity.

**Lifeguard Ratios:**

- One lifeguard to fifteen swimmers with an additional lookout (group supplied).
- One lifeguard to ten swimmers without a lookout.
- One lifeguard to twenty-five boaters.

**Day Program Challenge Course Rates**

- The following program rates are for groups who do not stay overnight.
- The rates for climbing tower includes the initiatives and low ropes activities as time allows.
- The rates for high ropes/adventure course includes the initiatives, low ropes and climbing tower activities as time allows.
- Rentals Staff will select the challenge course elements to facilitate based upon the group's goals, skill level, and schedule.
- Rates are per person with a minimum of 10 people. If your group is less than 10 people, please contact us for pricing.

<b>Youth Programs</b>	<b>2 Hours</b>	<b>½ Day (3-4 Hours)</b>	<b>1 Day (5-8 Hours)</b>
Climbing Tower (ages 10-17)	\$12.00	\$16.00	\$28.00
High Ropes/ Adventure Course (ages 13-17)		\$25.00	\$45.00
Initiatives (ages 10-17)	\$10.00	\$15.00	\$25.00
Low Ropes (ages 10-17)	\$10.00	\$15.00	\$25.00
Teambuilding (17 & under)	\$10.00	\$15.00	\$25.00

<b>Adult Programs</b>	<b>2 Hours</b>	<b>½ Day (3-4 Hours)</b>	<b>1 Day (5-8 Hours)</b>
Climbing Tower	\$14.00	\$18.00	\$32.00
High Ropes/ Adventure Course		\$28.00	\$50.00
Initiatives	\$12.00	\$17.00	\$30.00
Low Ropes	\$12.00	\$17.00	\$30.00
Structured Teambuilding	\$12.00	\$17.00	\$30.00

### **Pontoon Driver Training and Verification:**

*If a group wishes to provide their own driver, they must follow the procedure below.*

1. The rental group must designate a member to drive the pontoon boat.
2. The designated driver must:
  - a. Be 21 or older.
  - b. Present a valid Driver's License.
  - c. Complete a review of policies and hands on training including:
    - Loading/unloading passengers
    - Starting the boat
    - Locate all emergency equipment on the boat
    - Drive the boat forwards and backwards
    - Dock the boat successfully
    - Identify areas in the lake that are off limits
    - Where to get and how to use the radio
    - How to provide a safety orientation
    - Conduct a pre/post check of the boat
  - d. Complete the verification form.

### **Pontoon Boat Policies**

1. The driver must give the passengers a safety orientation.
2. The driver and all passengers must wear a lifejacket, zipped, and buckled.
3. All passengers must remain seated and behind the gates of the boat while the motor is running.
4. Fishing off of the pontoon boat is only allowed when the boat is stopped, the motor is off, and the boat is anchored.
5. The boat must remain at least 30 feet from any shoreline.
  - a. There are several underwater hazards and shallow water.
  - b. There are buoys marking these points around the lake.
  - c. Please remain alert for any potential dangers.
6. If the boat is experiencing difficulty, use the radio on the boat to call Rentals Staff.
7. When docking, shut off the engine at least 10 feet from the dock and coast in.
8. Pontoon drivers are responsible for any and all damage to the boat, motor and dock. They must conduct a pre-check and a post-check of the boat and notify staff of any damage that may have occurred.

## School Group Programs

- All of our school group programs are customized based on your students' interests, needs, and skill levels.
- A minimum of 15 students is required.

<b>1-Day Program</b> This rate covers all instruction for the day up to 6 hours. Lunch is not included.	
\$16.00 per student	Free for chaperones

<b>1-Day Program with Lunch</b> This rate covers all instruction for the day up to 6 hours and lunch for the group.	
\$24.00 per student	\$9.00 per chaperone

<b>2-Day Program (Overnight)</b> A standard two-day program includes four meals, one snack, one night of lodging, and customized programming for up to 12 hours to meet your students' needs.		
\$80.00 per student	\$32.00 per chaperone (1:8 ratio)	\$58.00 per extra chaperone

<b>3-Day Program (Overnight)</b> A standard three-day program includes seven meals, two snacks, two nights of lodging, and customized programming for up to 18 hours to meet your students' needs.		
\$130.00 per student	\$52.00 per chaperone 1:8 ratio	\$100.00 per extra chaperone

## 2024 Rental Request Form

To assist us in planning your rental, please fill out the following information.

Contact Information	
Group Name:	
Contact Person:	
Contact Phone Number:	
Contact Email:	

Group Information				
Number of Participants:				
Arrival Date and Time:				
Departure Date and Time:				
School Group?	Yes	No		
Participant Ages:	0-3 years	4-12 years	13-17 years	18+

Lodging	
Crafts Building	Duplexes 1-6
Duplexes 7 & 8	Duplex 9
Health Lodge	Pinewood Lodge
RV Site without Electricity	Individual Tent Camping
RV Site with Electricity	Family Tent Camping

- *RV and tent rental only available when part of larger rental*

Lodging Amenities	
Bedding Set	Board Room Kitchenette
Charcoal Grill / Charcoal	Day Use (for those not staying)
Pinewood Kitchen	Towel Set
TV with Blu-ray / DVD Player	

Meeting Spaces	
Crafts	Dining Hall Main Area
Dining Hall Meeting Room	Duplex 9 Basement
Duplex Lounge	Health Lodge Basement
Health Lodge Upstairs	Memorial Building
Pinewood Lodge	Rec Shelter *seasonal
Sun Room (Memorial)	WLF Board Room

Meeting Space Amenities	
Board Room Kitchenette	Charcoal Grill / Charcoal
Coffee / Water	Easel
Flip Chart Paper	LCD Projector
Photocopies	Pinewood Kitchen
Portable Sound System	55" TV with HDMI Cord, Cart and Shelf

<b>Meal Plan</b>			
	Camp Favorites	Rentals Select	Rentals Reserved

<b>Meals</b>			
	Continental Breakfast		Breakfast Meal
	Brunch Meal		Bag Lunch
	Lunch Meal		Dinner Meal

<b>Meal Additions</b>			
	Soup or Chili	Salad Bar	Selective Eater Table

<b>Platters, Snacks &amp; Treats</b>			
	Cookies	S'mores	Dessert Bars
	Other:		

<b>Free Activities</b>			
	9-Square	Basketball	Board Games
	Boating (Adult Groups Only)	Broom Ball	Campfire
	Cross Country Skiing (own equipment)	Disc Golf (with meeting space or lodging rental)	Field Sports (Field Hockey, Kickball, Lacrosse, etc.)
	Fishing (valid WI fishing license required)	Gaga Pit	Hiking Trails
	Horseshoes	Ice Fishing	Ping Pong
	Sand Volleyball	Sledding	Snowshoeing (own equipment)

<b>Equipment Available for Rent</b>			
	Arts & Crafts Supplies		Cross Country Skis and Poles
	Pontoon Boat		Snowshoes and Poles

<b>Staffed Activities</b>			
	Archery		Climbing Tower (10 & older)
	Free Activities (optional)		Geocaching
	High Ropes/Adventure Course (13 & older)		Initiatives (10 & older)
	Low Ropes (10 & older)		Pontoon Boat Driver (optional)
	Swimming		Teambuilding
	Wagon Rides		Youth & Family Boating

Please return this form to [rentals@wisconsinlionscamp.com](mailto:rentals@wisconsinlionscamp.com) or mail to:

Wisconsin Lions Camp Rentals  
 3834 County Road A  
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