

Policies and Regulations of the Whitehall Camp and Conference Center

GENERAL POLICIES

GP-01 PERSONAL CONDUCT

1. The use of tobacco or alcohol in any form, and the use of profanity are not permitted anywhere on Whitehall Camp property (including privately-owned structures) or during any of its sponsored activities. Violators will be requested to leave the Campground.
2. The use or possession of unlawful narcotics, drugs, or controlled substances is not permitted. Any violation will result in immediate notification of law enforcement authorities and expulsion from the Campground.
3. No immodest attire or improper behavior will be permitted on the Campground. Examples of immodest attire include, but are not limited to: short shorts, bare midriffs, lack of foundation garments, T-shirts with offensive logos. Swimming suits are to be one-piece or covered with a colored T-shirt. Speedo-type swimsuit attire is not acceptable.
4. Violent and/or any otherwise inappropriate behavior will result in expulsion from the Campground. Notification of law enforcement authorities will be made as required.
5. Any person damaging or destroying Whitehall Camp or personal property will be responsible for those damages.
6. TVs, audio players, or radios are not permitted to be played in a loud or disruptive manner inside or outside of buildings, including all residences on leased lots.

GP-02 VEHICLE USE

1. Speed limit on the Campground is 10 miles per hour.
2. No person may operate any motor vehicle on Camp property if he/she does not possess a current driver's license. This provision also applies to golf carts and other non-licensed, motorized vehicles.
3. All vehicles must be properly maintained mechanically and operated in a safe manner, including, but not limited to, observing all speed limits, avoiding reckless driving, observing maximum seating capacity, and insuring all occupants are seated inside the vehicle.
4. A maximum of two cars per site—exclusive of temporary special-event situations such as Family Camp or visitors of the leaseholder—may be parked at each Residence or RV site. Additional parking will be available in other designated areas. Neighboring leased sites are not to be used for parking.
5. No vehicle which normally requires licensing shall be permitted on the property unless it is properly registered and licensed.
6. Vehicles that are designed for “off-road” riding—such as, but not limited to, ATVs, Mules, Gators, Motor Bikes, etc.—are permitted for transportation or casual riding purposes only, and must be appropriately licensed where required by Pennsylvania vehicle law. They are not

permitted to be used for any activities that are reasonably understood to be recreational “off-road riding”. *(adopted 9/19/2015)*

GP-03 LEASES and UTILITIES

1. Originals or copies of any required written requests, approval or denial responses, inspection reports, correspondence, legal documents and forms, or other documents referred to in these policies shall be kept on file in the Camp Office.
2. All leases are renewed annually. The Whitehall Camp and Conference Center Board reserves the right to review and approve or reject any Cottage, Home, Mobile Home, or RV lease. If Whitehall Camp does not approve a lease for cause, the unit must be removed from the site within 30 days (applies to RVs and Mobile Homes only); sold to an individual approved by Whitehall Camp; or donated to Whitehall Camp.
3. All signed leases must be returned to Whitehall Camp by April 1 of each year, accompanied by appropriate payment or arrangements made with Whitehall Camp for payment. The lease must be signed by the person(s) approved by Whitehall Board as the leaseholder(s). If the lease is not properly signed and returned by April 1, the lease will be subject to cancellation and/or non-renewal. *(adopted 9/19/2015)*
4. No long-term leases will be granted. All leases are for one year. Sales of privately-owned structures must be approved by the Whitehall Camp and Conference Center Board. No privately-owned structure may be listed through and/or sold by a licensed realtor.
5. Any lease and/or utility bill that remains unpaid beyond December 31 may result in the removal of the electric and/or gas meters, and cancellation or non-renewal of the lease. Further legal action will be taken as deemed necessary by the Whitehall Camp Board.
6. So long as an account is delinquent, no approval will be granted for any project or improvement to the related leased lot or privately-owned structure; nor will any use or assignment of Whitehall Camp equipment or Staff be permitted. *(adopted 9/19/2015)*
7. Whitehall Camp Board reserves the right to condemn and demolish any structure that is declared unsafe or structurally unsound by designated and approved inspectors.
8. No seasonal Cottage or RV is permitted to use any Campground natural gas line. Any seasonal unit must utilize propane at the owner’s expense for any heating and appliance needs.
9. Resident status is for those leaseholders that dwell year-round at Whitehall Camp. Lease and utility charges are assessed monthly for this category. Resident status must be requested in writing and requires advance approval from the Whitehall Camp Board.
10. Any leaseholder who utilizes an RV, Mobile Home, Cottage, or Home as a place of residence for more than 15 days per month, for a period of up to six (6) months, during the regular camping season, is considered a Partial Year Resident, and will be billed monthly for utilities used. Partial Year Resident status must be requested in writing and requires advance approval from the Whitehall Camp Board.
11. Lots with units where there is year-round access to water lines and which must be serviced throughout the year, are designated as Year-Round Access lots. This is a non-resident category where the leaseholder may spend up to six (6) months throughout the year at his/her unit. A reduction in lease fee of up to 35% may be granted in this category upon successful yearly petition to the Whitehall Camp Board (refer to the Mobile Home, Cottage and Home

- policies sections for details and requirements for petition). Electric usage will be billed yearly, near the end of the regular camping season.
12. Seasonal units will be billed for electric usage yearly, near the end of the regular camping season.
 13. Whitehall Camp Board reserves the right to re-classify the lease status of any site as circumstances warrant.
 14. Whitehall Camp and Conference Center neither provides nor offers fire or liability insurance for any privately-owned structures. However, it is strongly recommended that leaseholders secure these types of insurance coverage for their structures.

GP-04 CAMP EQUIPMENT and STAFF LABOR

1. Whitehall Camp users must have prior written approval by Whitehall Board and hire or are expected to perform their own work on lots and structures, and other improvements to their leased lots.
2. If a project requires the use of Camp equipment or Staff labor, Camp Management will prepare a cost estimate for the leaseholder. At the discretion of Camp Management, equipment and Staff may be assigned as time and assets are available.

GP-05 BUSINESS ENTERPRISES

1. No solicitation or business is permitted without the written approval of Camp Management.

GP-06 PETS

1. While Whitehall Camp does not encourage bringing pets, they are permitted in the Camp.
2. Pets must be controlled in accordance with Pennsylvania Leash Law currently in effect.
 - a. Pets must be leashed at all times outside of any residential facility.
 - b. Pet owners are responsible for picking up and disposing of animal waste.
 - c. Pets must be controlled at all times and not constitute a nuisance or danger to other persons.
3. Pets are to be confined to the leased lot of the owner, or the "Pet Walking Area," located at:
 - a. Lower Grounds: open field behind the RV Overflow area.
 - b. Upper Grounds: open field behind Faith Lodge.
4. Pet owners will be asked to remove any animal from the Campground if it becomes a nuisance or danger to any individual around it.
5. With the exception of service animals, and staff owned animals in staff residences, at the discretion of the Director, pets are not permitted in any buildings owned by Whitehall Camp; or in public areas, such as the Playground or the Lake. *(adopted 2/20/2016)*

GP-07 FIREARMS and FIREWORKS

1. The possession and use of all firearms must conform to all current firearms regulations.
2. Illegal fireworks of any kind are not permitted. Violators will be requested to leave the Campground.

GP-08 BURNING

1. Campfires are permitted in fire rings only. No open fires are allowed. The fire ring must be at least 10 feet from any residence, structure, or RV.
2. Whitehall Camp reserves the right to ban fires during dry periods.
3. All local fire regulations must be observed.
4. No garbage or leaf burning is permitted on leased property. All garbage must be placed in dumpsters or removed from the Campground by the leaseholder. Leaves raked into piles and placed next to the road will be removed by Camp Staff during the months of October and May. The removal of leaves during any other time is the responsibility of the leaseholder. They may be hauled to the compost pile across from the RV Overflow area. Or arrangements for removal for a fee can be made through the Whitehall Camp Office.

GP-09 APPEALS

1. Any initial decision of the Whitehall Board may be appealed to the Board by the affected party within 15 days of the date of notice.
2. Any appeal must be in writing, describing the decision being appealed and the reasoning for contesting the initial decision.
3. The affected party must appear personally before the Whitehall Board and present his case.
4. The decision of the Whitehall Board to this appeal must be made within 10 days of the meeting and is final.

GP-10 RESTRICTION ON USE OF FACILITIES

1. The Whitehall Camp & Conference Center Corporation reserves the right to restrict the use of all properties owned from any event or program (*including same-sex weddings*) judged by the Board of Directors to be at odds with the mission or teachings of the organization and/or with the Church of God movement (Anderson, IN), represented formally by the actions of the movement's General Assembly in North America. (*adopted 10/18/2014*)

RV POLICIES

RV-01 GENERAL

1. All RV leases are renewed annually. Whitehall Camp and Conference Center Board reserves the right to review and approve or reject any RV lease. If Whitehall Camp does not approve a lease for cause, the unit must be removed from the site within 30 days; sold to an individual approved by the Whitehall Camp Board; or donated to Whitehall Camp.
2. Whitehall Camp Board reserves the right to condemn and demolish any structure that is declared unsafe or structurally unsound by designated and approved inspectors.
3. All RVs must be in approved RV areas. No RVs are permitted to park adjacent Cottages.
4. Only one (1) RV may be placed on a lot; and an RV with any enhancements may occupy only one (1) lot. Additional tents are permitted, as space allows.
5. RVs must be licensed. Any unlicensed RV will be assessed an additional lease fee and is subject to assessment by Venango County and the levying of taxes by Venango County, Richland Township, and Allegheny-Clarion Valley School District.
6. An RV must be situated entirely on the lot, including all enhancements, with the hitch facing the road. The RV and any attachments or other structures may not exceed the size of the lot, and wheels must remain attached. Any RV with one or more expandable sections must retain a 3' clearance from all other structures, poles, etc., when deployed.
7. No Mobile Homes are permitted in any location designated or developed as an RV area. RVs are permitted only in a designated RV section. Any unit with a nominal width greater than 8' is designated as a Mobile Home.
8. Parking in the RV areas is limited to two (2) cars per lot. Additional cars are to be parked in the Overflow area or other designated parking areas. See Section **GP-02 Vehicle Use** for detailed explanation.
9. Parking near or blocking access to the Dump Station is not permitted.
10. All RV lots are to be kept neat and orderly. Grass must be cut at least monthly during the period May through September. If unable to comply, Whitehall Staff will cut the grass and a charge applied to the leaseholder's end-of-season utility statement. Lots must be kept free of all debris and junk materials.
11. Each lot address (Row letter and Lot number) must be prominently displayed on the site.
12. All RVs and other structures must be uncovered each camping season no later than Memorial Day. If the cover is due to structural damage, repairs are to be effected in a timely fashion and the cover removed.
13. The exterior of each RV should be cleaned at least annually.
14. Any compact refrigerator situated outside of an RV must be properly and safely secured when the RV unit is unattended. No refrigerator, apartment-size or larger, is permitted outside the unit at any time.
15. No refrigerator of any size may remain outside the RV beyond the normal camping season of May through October.
16. No seasonal RV is permitted to use any Campground natural gas line. Any seasonal unit must utilize propane at the owner's expense for any heating and appliance needs.

17. Overnight occupancy of an RV may not exceed its designated sleeping capacity.
18. Any RV that is utilized as a place of residence for more than 15 days per month, for any period during the normal six-month camping season is considered a Partial Year Resident, and will be billed monthly for utilities used. Partial Year Resident status must be requested in writing and requires advance approval from the Whitehall Camp Board.
19. Seasonal units will be billed for electric usage yearly, near the end of the regular camping season.
20. If the Camp Management has not received a signed executed lease document, including payment in full or a signed executed payment plan by April 1 of the lease year, management will at that time assume that the leaseholder does not intend to renew said lease. All utilities will be disconnected at the lot in question at that time. In continuation, at the end of the lease year if the said lease has still not been executed, including payment in full or payment plan, the leaseholder will be given 30 days to sell or remove the RV. If not removed by the owner in that time frame, sold to an individual approved by Whitehall Camp, or donated to Whitehall Camp, Camp Staff will tow the RV, at the owner's risk, to the Overflow area where it will be held until the past due account is paid. The lot will be assigned to the next person on the Seniority or Waiting List if the account remains unpaid after December 31. *(adopted 09/24/2016)*
21. Any violation or ignoring of Camp requirements may result in the cancellation or non-renewal of a lease and assignment of the lot to the next person on the Seniority or Waiting List.
22. Sports-type activities must be conducted in designated open areas, not the RV area.

RV-02 LOT AVAILABILITY

1. When a lot becomes available, current leaseholders will have first option to move to the open lot. A Seniority List will be maintained by Camp Management for this purpose. Current leaseholders who wish to move must request in writing that their names be placed on the Seniority List. The first name on the list will be offered the lot. If that individual does not wish to lease the offered lot, the next individual on the list will be offered the lot, and the previous individual's name will be moved to the end of the list. If no one on the list accepts an offer, Camp Management will contact those on the Waiting List, maintained for individuals requesting new lots. The Waiting List also will be administered on a seniority basis.
2. If a lot becomes available and no person is on the Seniority List, the lot will be offered to the first person who is on the Waiting List of all people requesting new lots. To be placed on the Waiting List, a person must submit the request in writing.
3. As newly developed lots become available, Seniority List and Waiting List policies will apply.

RV-03 TRANSFER OF OWNERSHIP AND MOVING

1. Unauthorized exchange of lots is not permitted. Any exchange of lots must be requested in writing, and have prior written approval from Camp Management. If an exchange is made without said approval, the leases of both parties will be subject to cancellation and/or non-renewal for the next year.

2. The sale of an RV on a lot must be requested in writing and have written prior approval from Whitehall Camp Board. The seller of the RV may keep the lease on the lot. However, if the seller of the RV no longer desires to keep a lease on the lot, the buyer of the RV shall have first option on the lot. If neither the buyer nor the seller wishes to keep the lot, Camp Management will follow the normal policies for awarding a lease to an open lot from the Seniority List or Waiting List.
3. No sale of an RV will be approved unless all Whitehall Camp leases, fees, assessments, utilities, and charges have been paid and are current; and any local and/or school taxes issued to date have been paid. Evidence of payment of taxes is required.
4. The leaseholder on record may not permit anyone else, including family members, to use the lot on a regular basis without prior written approval from Camp Management.
5. Approved transfer of ownership of an RV with partial-year resident status does not include the transfer of said status. Continued partial-year status must be requested in writing and approved by the Whitehall Camp Board.

RV-04 IMPROVEMENTS

1. All improvements to RV lots must have written approval from Whitehall Camp Board. The request for approval must be made in writing, and include what improvements are intended, along with details of the construction, including dimensions and materials to be used, and a drawing of the planned construction. Improvements include, but are not limited to: decks, porches, additions, storage buildings, pads, patios, major landscaping. All improvements to structure(s) and/or lots must be aesthetically appropriate and consistent with other improvements on the lot, as well as with the area.
2. Upon written approval of a project, an approval certificate will be issued by Camp Management, and this certificate must be displayed in a conspicuous location on the site until the project is completed and inspected by Camp Management.
3. Approved projects must begin within six (6) months of the date of approval, and must be completed within six (6) months of the start date of the project. If the approved project is not completed within one (1) year of approval date, construction must stop until a new application for approval is submitted for consideration and approval granted to resume.
4. Routine maintenance or the replacement of items on the lot or to the RV do not require prior approval, as long as the original footprint is not altered, the structure is not increased in size, or additional living space is not created.
5. No improvements—for example: decks, porches, additions, storage buildings—may be permanently attached to the lot. They must be constructed so that they can be removed or relocated.
6. Storage structures may not exceed 48 square feet. (*amended 9/19/2015*)
7. If a concrete pad is requested by the leaseholder, the cost of preparation of the lot and construction of the pad is the responsibility of the leaseholder. Placement must be determined by Camp Management, and site preparation must include: adequate drainage, leveling, and a minimum of 4 inches of gravel base. The pad's dimensions must be 10 feet x 20 feet, with a minimum reinforced thickness of 6 inches.
8. No trees may be removed without prior approval from Camp Management. Requests for removal must be made in writing. Camp Management will determine the method and process of any approved removal.

9. No allowance toward the lease or other charges will be granted in exchange for work completed on a new or existing lot by the leaseholder.

(This page intentionally left blank.)

MOBILE HOME POLICIES

MH-01 GENERAL

1. All Mobile Home leases are renewed annually. Whitehall Camp and Conference Center Board reserves the right to review and approve or reject any Mobile Home lease. If Whitehall Camp does not approve a lease for cause, the unit must be removed from the site within 30 days; sold to an individual approved by Whitehall Camp Board; or donated to Whitehall Camp.
2. Whitehall Camp Board reserves the right to condemn and demolish any structure that is declared unsafe or structurally unsound by designated and approved inspectors.
3. Approval for placing a Mobile Home on the Campground must be obtained in writing in advance from the Whitehall Board. A Mobile Home permit must be obtained from the county/township authorities prior to the move. Applicants must supply a color photo and all details, including the size of the Mobile Home. An inspection by Camp Management must occur before any approval is given.
4. The Mobile Home only will be subject to county, township, and school taxes in the name of the Mobile Home owner.
5. Approved Mobile Homes, at the time of placement on the Campground, must meet the following specifications:
 - a. must have a minimum width of 12 feet
 - b. must be no older than 10 years
 - c. must be in good condition
 - d. must have all applicable permits/approvals
 - e. must have skirting affixed to the outside of the Mobile Home
 - f. must have shutoff devices for water, gas, and electric outside the residence for emergencies
6. Typical lot size allowed (depending upon topography) is 5,000 sq. ft. (e.g. - 50' by 100'). No Mobile Home may be situated closer than 10 feet to another living unit. The Mobile Home and all attachments or outbuildings must be situated entirely on the lot, subject to set-back requirements. The Mobile Home must be located to allow easy accessibility for removal, and the wheels and hitch must remain on the site.
7. Parking at a Mobile Home lot is limited to two (2) cars per lot. Additional cars are to be parked in other designated areas. See Section **GP-02 Vehicle Use** for detailed explanation.
8. All lots are to be kept neat and orderly. Grass must be cut at least monthly during the period May through September. If unable to comply, Whitehall Staff will cut the grass and a charge applied to the leaseholder's end-of-season utility statement. Lots must be kept free of all debris and junk materials.
9. Each lot address number must be prominently displayed on the site.
10. Each owner is expected to keep his/her Mobile Home in good repair. A periodic inspection will be made by Camp Management and a list of recommended corrections sent to the owner.
11. All Mobile Homes and other structures must be uncovered each camping season no later than Memorial Day. If the cover is due to structural damage, repairs are to be effected in a timely fashion and the cover removed.
12. The exterior of each Mobile Home should be cleaned at least annually.

13. Any compact refrigerator situated outside of a Mobile Home must be properly and safely secured when the Mobile Home unit is unattended. No refrigerator, apartment-size or larger, is permitted outside the unit at any time.
14. No refrigerator of any size may remain outside the Mobile Home beyond the normal camping season of May through October.
15. No seasonal Mobile Home is permitted to use any Campground natural gas line. Any seasonal unit must utilize propane at the owner's expense for any heating and appliance needs.
16. Any Mobile Home that is utilized as a place of residence for more than 15 days per month, for any period during the normal six-month camping season is considered a Partial Year Resident, and will be billed monthly for utilities used. Partial Year Resident status must be requested in writing and requires advance approval from the Whitehall Camp Board.
17. Seasonal units will be billed for electric usage yearly, near the end of the regular camping season.
18. Year-round and partial-year residents will be metered for electrical and natural gas utilities. Water, sewage, and garbage fees will be assessed monthly in accordance with current rates. The lease, utilities fees, and any other assessments must be paid monthly, unless other arrangements have been approved in writing by the Whitehall Camp Board.
19. If the Camp Management has not received a signed executed lease document, including payment in full or a signed executed payment plan by April 1 of the lease year, management will at that time assume that the leaseholder does not intend to renew said lease. All utilities will be disconnected at the lot in question at that time. In continuation, at the end of the lease year if the said lease has still not been executed, including payment in full or payment plan, the leaseholder will be given 30 days to sell or remove the Mobile Home. If not removed by the owner in that time frame, sold to an individual approved by Whitehall Camp, or donated to Whitehall Camp, further legal action will be taken to have the Mobile Home removed from the lot. *(adopted 09/24/2016)*
20. Lots which are designated Year-Round Access and contain a Mobile Home may qualify for a reduction in the yearly lease charge of up to 35% upon successful petition to the Whitehall Camp Board. The petition must be in writing requesting the variance, the qualifications for the variance must be detailed, and the applicant must permit and arrange an inspection of the unit by Camp Personnel. If successful, the variance will be for one (1) year only, and the process must be repeated for each subsequent year. In determining whether the unit may qualify as being un-inhabitable during the winter months, the following qualification factors must be met:
 - a. Heating system is absent, non-repairable, or not sized to sustain safety and comfort at or near freezing conditions.
 - b. Plumbing is installed in a manner where pipes would freeze even if the unit is adequately heated.
 - c. The unit lacks a full bathroom.
 - d. The overall physical condition of the structure (e.g., windows, doors, floors, roof, walls, and insulation) is such that a safe and suitable living condition cannot be adequately sustained throughout the winter months.

MH-02 TRANSFER OF OWNERSHIP AND MOVING

1. The sale of a Mobile Home on a lot must be requested in writing and have written prior approval from Whitehall Camp Board. Neither the seller nor the buyer may move the Mobile Home until all Whitehall Camp charges have been paid and all local and/or school taxes are satisfied. Evidence of payment of taxes is required.
2. No sale of a Mobile Home will be approved unless all Whitehall Camp leases, fees, assessments, utilities, and charges have been paid and are current, and all local and/or school taxes issued to date have been paid. Evidence of payment of taxes is required.
3. The leaseholder on record may not permit anyone else, including family members, to use the lot and Mobile Home on a regular basis without prior written approval from Camp Management.
4. Approved transfer of ownership of a Mobile Home with year-round or partial-year resident status does not include the transfer of said status. Continued year-round or partial-year status must be requested in writing and approved by the Whitehall Camp Board.

MH-03 IMPROVEMENTS

1. If the proposed lot for the Mobile Home is in a section of non-developed land, the costs of development, as well as the costs of hook up are the responsibility of the Mobile Home owner. Extra work that requires completion by Camp Staff is subject to the rates and policies established for such work at the time.
2. All improvements to structure(s) and/or lots must be aesthetically appropriate and consistent with other improvements on the lot, as well as with the area.
3. Hook up of water, sewage, natural gas, and electric must be completed by Camp Staff; or by other designated, qualified individuals. It must be completed to Whitehall Camp specifications with inspection. Prior written approval must be given by Camp Management. The cost of these hook ups is the responsibility of the home owner.
4. All improvements to Mobile Home lots must have written approval from Whitehall Camp Board. The request for approval must be made in writing, and include what improvements are intended, along with details of the construction, including dimensions and materials to be used, and a drawing of the planned construction. Improvements include, but are not limited to: decks, porches, additions, storage buildings, pads, patios, major landscaping. Inspection by Camp Management will be carried out during construction.
5. Upon written approval of a project, an approval certificate will be issued by Camp Management, and this certificate must be displayed in a conspicuous location on the site until the project is completed and inspected by Camp Management.
6. Approved projects must begin within six (6) months of the date of approval, and must be completed within six (6) months of the start date of the project. If the approved project is not completed within one (1) year of approval date, construction must stop until a new application for approval is submitted for consideration and approval granted to resume.
7. Routine maintenance or the replacement of items on the lot or to the Mobile Home do not require prior approval, as long as the original footprint is not altered, the structure is not increased in size, or additional living space is not created.

8. If a concrete pad is requested by the leaseholder, the cost of preparation of the lot and construction of the pad is the responsibility of the leaseholder. Placement and size must be determined by Camp Management, and site preparation must include: adequate drainage, leveling, and a minimum of 4 inches of gravel base. The pad's thickness must be a minimum of 6 inches reinforced.
9. No trees may be removed without prior approval from Camp Management. Requests for removal must be made in writing. Camp Management will determine the method and process of any approved removal.
10. No allowance toward the lease or other charges will be granted in exchange for work completed on a new or existing lot by the leaseholder.

COTTAGE AND HOME POLICIES

CT-01 GENERAL

1. All Cottage and Home leases are renewed annually. Whitehall Camp and Conference Center Board reserves the right to review and approve or reject any Cottage or Home lease. If Whitehall Camp does not approve a lease for cause, the structure must be sold to an individual approved by Whitehall Camp Board; donated to Whitehall Camp; or otherwise disposed.
2. Whitehall Camp Board reserves the right to condemn and demolish any structure that is declared unsafe or structurally unsound by designated and approved inspectors.
3. Approval for constructing a new Cottage or Home on the Campgrounds must be obtained in writing in advance from the Whitehall Board. Applicants must request approval in writing and state the type of structure they wish to build and include details as to dimensions, number of stories, construction materials, attachments, etc. A drawing of the construction to-scale also must be included with the application. The new structure must be aesthetically appropriate for the area where constructed and meet set-back requirements. Inspection by Camp Management will be carried out during construction.
4. Upon written approval of construction of a new Cottage or Home, an approval certificate will be issued by Camp Management, and this certificate must be displayed in a conspicuous location on the site until the project is completed and inspected by Camp Management.
5. Approved new Cottage or Home construction projects must begin within six (6) months of the date of approval, and must be completed within six (6) months of the start date of the project. If the approved project is not completed within one (1) year of approval date, construction must stop until a new application for approval is submitted for consideration and approval granted to resume.
6. Typical lot size allowed (depending upon topography) is 5,000 sq. ft. (e.g. - 50' by 100'). No new Cottage or Home may be situated closer than 10 feet to another living unit. The Cottage or Home and all attachments or outbuildings must be situated entirely on the lot, subject to set-back requirements.
7. All new Cottages or Homes must have shutoff devices for water, gas, and electric outside the residence for emergencies.
8. The Cottage or Home is subject to county, township, and school taxes in the name of the dwelling owner.
9. Clearing and landscaping is the responsibility of the leaseholder.
10. Parking at a Cottage or Home lot is limited to two (2) cars per lot. Additional cars are to be parked in other designated areas. See Section **GP-02 Vehicle Use** for detailed explanation.
11. All lots are to be kept neat and orderly. Grass must be cut at least monthly during the period May through September. If unable to comply, Whitehall Staff will cut the grass and a charge applied to the leaseholder's monthly or end-of-season utility statement. Lots must be kept free of all debris and junk materials.
12. Each lot address number must be prominently displayed on the site.
13. The owner is expected to keep his/her dwelling in good repair, including painting where applicable. A periodic inspection will be made by Camp Management and a list of recommended corrections sent to the owner.

14. All Cottages or Homes and other structures must be uncovered each camping season no later than Memorial Day. If the cover is due to structural damage, repairs are to be effected in a timely fashion and the cover removed.
15. Any compact refrigerator situated outside of a Cottage or Home must be properly and safely secured when the residence unit is unattended. No refrigerator, apartment-size or larger, is permitted outside the unit at any time.
16. No refrigerator of any size may remain outside the Cottage or Home beyond the normal camping season of May through October.
17. No seasonal Cottage or Home is permitted to use any Campground natural gas line. Any seasonal unit must utilize propane at the owner's expense for any heating and appliance needs.
18. Any Cottage or Home that is utilized as a place of residence for more than 15 days per month, for any period during the normal six-month camping season is considered a Partial Year Resident, and will be billed monthly for utilities used. Partial Year Resident status must be requested in writing and requires advance approval from the Whitehall Camp Board.
19. Seasonal units will be billed for electric usage yearly, near the end of the regular camping season.
20. Year-round and partial-year residents will be metered for electrical and natural gas utilities. Water, sewage, and garbage fees will be assessed monthly in accordance with current rates. The lease, utilities fees, and any other assessments must be paid monthly, unless other arrangements have been approved in writing by the Whitehall Camp Board.
21. If the Camp Management has not received a signed executed lease document, including payment in full or a signed executed payment plan by April 1 of the lease year, management will at that time assume that the leaseholder does not intend to renew said lease. All utilities will be disconnected at the lot in question at that time. In continuation, at the end of the lease year if the said lease has still not been executed, including payment in full or payment plan, the leaseholder will be given 30 days from the date of the notice to pay the account, after which the structure will be padlocked. Continued non-payment will result in further legal action as deemed necessary by the Whitehall Board. *(adopted 09/24/2016)*
22. Lots which are designated Year-Round Access and contain a Cottage or Home may qualify for a reduction in the yearly lease charge of up to 35% upon successful petition to the Whitehall Camp Board. The petition must be in writing requesting the variance, the qualifications for the variance must be detailed, and the applicant must permit and arrange an inspection of the unit by Camp Personnel. If successful, the variance will be for one (1) year only, and the process must be repeated for each subsequent year. In determining whether the unit may qualify as being un-inhabitable during the winter months, the following qualification factors must be met:
 - a. Heating system is absent, non-repairable, or not sized to sustain safety and comfort at or near freezing conditions.
 - b. Plumbing is installed in a manner where pipes would freeze even if the unit is adequately heated.
 - c. The unit lacks a full bathroom.
 - d. The overall physical condition of the structure (e.g., windows, doors, floors, roof, walls, and insulation) is such that a safe and suitable living condition cannot be adequately sustained throughout the winter months.

CT-02 TRANSFER OF OWNERSHIP

1. The sale of a Cottage or Home must be requested in writing and have written prior approval from Whitehall Camp Board. No sale will be approved unless all Whitehall Camp leases, fees, assessments, utilities, and charges have been paid and are current, and all local and/or school taxes issued to date have been paid. Evidence of payment of taxes is required.
2. The leaseholder on record may not permit anyone else, including family members, to use the Cottage or Home on a regular basis without prior written approval from Camp Management.
3. Approved transfer of ownership of a Cottage or Home with year-round or partial-year resident status does not include the transfer of said status. Continued year-round or partial-year status must be requested in writing and approved by the Whitehall Camp Board.

CT-03 IMPROVEMENTS

1. If the proposed lot for the Cottage or Home is in a section of non-developed land, the costs of development, as well as the costs of hook up are the responsibility of the Home owner. Extra work that requires completion by Camp Staff is subject to the rates and policies established for such work at the time.
2. All improvements to structure(s) and/or lots must be aesthetically appropriate and consistent with other improvements on the lot, as well as with the area.
3. Hook up of water, sewage, natural gas, and electric must be completed by Camp Staff; or by other designated, qualified individuals. It must be completed to Whitehall Camp specifications with inspection. Prior written approval must be given by Camp Management. The cost of these hook ups is the responsibility of the Cottage or Home owner.
4. All improvements to Cottage or Home lots must have written approval from Whitehall Camp Board. The request for approval must be made in writing, and include what improvements are intended, along with details of the construction, including dimensions and materials to be used, and a drawing of the planned construction. Improvements include, but are not limited to: decks, porches, additions, storage buildings, patios, major landscaping. Inspection by Camp Management will be carried out during construction.
5. Upon written approval of a project, an approval certificate will be issued by Camp Management, and this certificate must be displayed in a conspicuous location on the site until the project is completed and inspected by Camp Management.
6. Approved projects must begin within six (6) months of the date of approval, and must be completed within six (6) months of the start date of the project. If the approved project is not completed within one (1) year of approval date, construction must stop until a new application for approval is submitted for consideration and approval granted to resume.
7. Routine maintenance or the replacement of items on the lot or to the Cottage or Home do not require prior approval, as long as the original footprint is not altered, the structure is not increased in size, or additional living space is not created.
8. No trees may be removed without prior approval from Camp Management. Requests for removal must be made in writing. Camp Management will determine the method and process of any approved removal.
9. No allowance toward the lease or other charges will be granted in exchange for work completed on a new or existing lot by the leaseholder.

(This page intentionally left blank.)

CAMP MEETING RULES AND REGULATIONS

- 1. ALL PERSONS USING THE CAMP DURING CAMP MEETING ARE EXPECTED TO ATTEND SERVICES, CONFERENCES AND OTHER ACTIVITIES OF CAMP MEETING.**
2. Upon arrival to the grounds, all campers expecting outside contact or information forwarded to them should register at the **Summer Office** located at the nurse's station. Notification of phone calls will be posted at the **Summer Office** bulletin board.
3. All unpaid fees for lodging, electricity, leases, propane, etc. are to be paid at the **Summer Office**.
4. Whitehall is a tobacco free camp. Smoking, using tobacco of any kind, drinking of alcohol and/or the use of illegal substances are not permitted anywhere on the grounds.
5. To insure safety due to limited facilities and the heavy activity during Camp Meeting, no mini-bikes, motor scooters, ATVs, bicycles, tricycles, skateboards, foot scooters or roller blades are permitted to be used on the grounds. A motorcycle can only be used to travel from home to camp and return, or for going from camp to place of work. Their use for transportation on the grounds is not allowed. No person can operate a motor vehicle, including golf carts, on the grounds without a current drivers' license.
6. Being a church camp, no immodest attire, profanity or improper behavior will be permitted on the grounds. Short shorts, bare midriffs, lack of foundation garments, and T-shirts with offensive logos are examples of immodest attire. Swimming suits are to be one-piece or covered with a colored T-shirt. Speedo swimsuit attire is not acceptable.
7. Pets are permitted on the campgrounds during Camp Meeting, but the practice is discouraged. Facilities are available near the campgrounds for boarding pets. Several kennels are located in the Venango and Clarion Counties area:

Bradley's Boarding & Grooming	Franklin, PA	(814) 432-4637
Tlc Pet Resort	Franklin, PA	(814) 432-8854
Jodi's Pet Care	Oil City, PA	(814) 671-1356
Whispering Pines Boarding Kennel	Oil City, PA	(814) 677-8802
Rocky Acres Kennel	Clarion, PA	(814) 227-2575
Pineway Boarding Kennels	Shippenville, PA	(814) 226-6266
Mountain View Kennels	Williamsburg, PA	(814) 832-3716
Forest Kennel	Shippenville, PA	(814) 782-3073
Saltbox Kennels	Knox, PA	(814) 797-1353
Chop A Line Kennel, Inc.	Sligo, PA	(814) 745-3689

While Whitehall makes no recommendations, implicit or otherwise, the above list is representative of some of the kennels in the area. Reservations may be made by calling one of these kennels.

Owners with pets on the grounds must obey the Pennsylvania Leash Law, keep their pet on a leash at all times outside of a dwelling and clean up after the pet. The exercise area is at the far-east edge of the RV over-flow field, at the bottom of the hill. Owners with nuisance pets that are excessive barkers, growlers, or biters will be asked to remove their pets from the grounds. No pets are allowed on the beach, in Whitehall buildings, or on the playgrounds.

8. To ensure that everyone has a satisfying time of learning and Spiritual uplift, quiet time begins at 11:30 PM. Persons are urged to return to their residence by midnight out of consideration to others. All visitors must leave the grounds by midnight. Parents are responsible for their children. If children or teenage friends are staying with you, realize that you are responsible for their behavior. Curfew is midnight for anyone under 18 years of age unless there is an approved Camp Meeting event.
9. Single persons under age 18 are not permitted to stay overnight in any place on the grounds without an adult in the same residence. Tents in the yard of RVs are permitted for use by persons under age 18, provided there is a responsible adult in charge of that person, and in the dwelling right next to the tent.
10. Persons destroying camp or personal property will be held responsible for these damages.
11. Swimming, using the water trampoline, kayaking, paddle boating and canoeing are to be done under the supervision of the Waterfront Coordinator or a lifeguard at times specified. Life jackets are required for boating and the use of the water trampoline/blob. A swimming test must be taken by those going into the deep water or on the water trampoline/blob. No fishing is permitted during services; or near the water trampoline/blob or in the swimming area at any time.
12. TVs, stereos or radios are not to be played outside of dwellings or in cars in a loud or disruptive manner.
13. If single persons rent a Hogan, the Hogan shall be designated male or female. No co-ed renting of the same Hogan is allowed. No one under age 18 can stay at the Hogans unless there is a responsible adult staying with them. The quiet time also applies to the Hogans.
14. No evening campfires are permitted until after the conclusion of the evening service. Campfires are to be in fire rings at least 10 feet from any dwelling structure. Fires may be banned during dry times.
15. Fireworks of any kind are forbidden anywhere on the grounds.
16. All RVs must be parked in approved RV areas. NO RVs or tents are to be located adjacent to Cottages, Homes, or Mobile Homes.

These policies and regulations are adopted 7/20/2013, and repeal and replace all previous ones.

Amended and adopted 10/18/2014, to add *GP-10 RESTRICTION ON USE OF FACILITIES*.

Amended and adopted 9/19/2015 to:

- add *GP-02 VEHICLE USE, NO. 6*, to define permitted “off-road” activities;
- add *GP-03 LEASES AND UTILITIES, NO. 3*, to specify requirements for signed leases;
- add *GP-03 LEASES AND UTILITIES, NO. 6*, to deny approval of projects when account is delinquent;
- amend *RV-04 IMPROVEMENTS, NO. 6*, to increase the maximum allowed size for storage buildings.

Amended and adopted 2/20/2016 to:

- amend *GP-06 PETS, NO. 5*, to allow staff owned animals in staff residences, at the discretion of the Director.

Amended and adopted 9/24/2016 to:

- amend *RV-01 GENERAL, NO. 20*
- amend *MH-01 GENERAL, NO. 19*
- amend *CT-01 GENERAL, NO. 21, ALL* - to require lease documents be signed/executed and paid in full, or a payment plan in place by the April 1st deadline of lease year; to communicate to Camp that the leaseholder is choosing to renew lease for the year.