

## Alpine Host Report - DAY USE

Day use is not for overnight stays. Examples: Sunday Hikers, Crafting

Name of Trained Host: \_\_\_\_\_ Event date(s): \_\_\_\_\_

Attendees:

E Mail Address: \_\_\_\_\_ Times: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Event description: \_\_\_\_\_

Chart of  
Accts

### Group Use

#### Base Fee (Day Use)

Additional charge for groups of 20 people or more	\$ 65.00	<input style="width: 80px;" type="text"/>	**[1]	43420
Fee may be more for special circumstances.				

#### Day Use Fee

Members:	# of prsn:	<input style="width: 60px;" type="text"/>	X	\$ 4.00	_____	43420
Guests:	# of prsn:	<input style="width: 60px;" type="text"/>	X	\$ 7.00	_____	43430

<b>Amount to be paid</b>	<b>TOTAL</b>	=====	**[2]	
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### Individual Day Use

#### Day Use Fee

Members:	# of prsn:	<input style="width: 60px;" type="text"/>	X	\$ 4.00	_____	43420
Guests:	# of prsn:	<input style="width: 60px;" type="text"/>	X	\$ 7.00	_____	43430

<b>Amount to be paid</b>	<b>TOTAL</b>	=====	**[3]	
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#### Donations

\_\_\_\_\_ \$0.00 \*\*[4]

#### Supplies for Alpine Lodge (submit receipts):

\_\_\_\_\_ \$0.00 \*\*[5] 65040

<b>Total to Alpine Lodge ((1)+(2)+(3)+(4)-(5))</b>	<b>\$0.00</b>	
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Please make check payable to **Alpine Lodge**. (not CAC, not California Alpine Club, not Alpine Club)

Send the following to the Alpine Lodge Trustee:

1. This Report
2. Member-Associate Member Log
3. Leave No Trace Check Out form
4. Inventory Essentials
5. Receipts for Lodge supplies, if any
6. ONE CHECK from HOST or VENMO payment

**Wendi Olmstead**  
1444 Sunrise Pkwy  
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wendiolmstead@comcast.net  
707-478-9344

(Write the date of your event in the check/venmo memo)

VENMO: @Alpine-Lodge (NOT @Alpine-Lodge1)

Prepared by: \_\_\_\_\_ Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

**Staff Action** Trustee will validate report and send check and report to Alpine Treasurer.

Maintain files of backup data.

**Apr-26 AP**