

ARC Bach Code and Conditions

Group organisers are responsible to ensure all members in their group are informed and aware of all the conditions codes and rules on this permit.

1. **Collection/return of key/s and or details of keypad and or combination lock numbers.**
 - 1.1 **Contact the ARC Contact Centre** 3 to 5 days prior to arrival to arrange key pick up and /or key pad/combination number. PH: ARC. (09) 366 2000.
2. **Access:** Main Park Entrance Gate Closing Times, Access to bach and gate/chain, Vehicles, Arrival/Departures.
 - 2.1 **Main park entrance gate closing and opening times:**
 - 2.1.1 Ensure you and your group know the closing and opening times before leaving for the park. For those baches with restricted access, times are printed on the front of this permit.
 - 2.1.2 For baches with boat access only, refer to www.arc.govt.nz/parks if you intend leaving from a regional park.
 - 2.1.3 Baches with access through the main park entrance gate are not accessible after main park entrance gate closing times, unless stated on this permit.
 - 2.1.4 Combination numbers do not provide access through the main park entrance gate.
 - 2.2 **Access to the bach and gate/chain within the park:**
 - 2.2.1 Bach key pads/locks: For your security all baches have a keypad or key lock.
 - 2.2.2 Gate/chain access: There is a locked gate/chain to access most of the baches. Gate/chain has a combination lock for your safety and security.
 - 2.2.3 Please keep the gate/chain closed and locked at all times.
 - 2.2.4 Please contact the ARC Contact Centre for all access details as in code/condition 1.1.
 - 2.3 **Vehicle access and parking:**
 - 2.3.1 Vehicles are prohibited on all beaches at all times.
 - 2.3.2 Maximum vehicle numbers: There are restrictions on the number of vehicles (includes permitted and visitor's vehicles) allowed to park at the bach or in the public car parking areas of Regional Parks. Refer to bach specific conditions in this permit.
 - 2.3.3 Only park in authorised areas or as instructed by the Park Ranger.
 - 2.3.4 Vehicles should not be driven around the park during main park gate closure hours unless in an emergency.
 - 2.3.5 Special vehicle driving conditions apply on the bach access roads/routes, which are off any public road or the park access road.
 - 2.3.5.1 Parts of this area/road/route may be part of the public walking/mountain bike track system, public picnic areas or park operational areas.
 - 2.3.5.2 For the safety of children and others please drive with care.
 - 2.3.5.3 Maximum vehicle speed: 10kms at all times.
 - 2.3.5.4 Only persons with the appropriate FULL or RESTRICTED driving licence are permitted to drive vehicles on bach access roads/routes, which are off the park access road.
 - 2.4 **Arrival / Departure:** The bach should be vacated by 10.00am on the day of departure. Please refer to the front of this permit for details on arrival times.
3. **General Bach Conditions**
 - 3.1 **Respect the rights** of other park users.
 - 3.2 **Noise:** Please ensure your activities, music and ball games etc. do not disturb other park users or local community residents. No loud noise after 10pm at night. Generators and machinery are prohibited unless prior approval is granted.
 - 3.3 **Alcohol:** Excessive consumption of alcohol is prohibited.
 - 3.4 **Fires:** All open fires are prohibited. Portable gas BBQ's are permitted.
 - 3.5 **Boat launching:** No boat launching facilities exist at baches. Boats are restricted to hand carried-craft, canoes and dinghies under 3 metres in length. There are boat-launching facilities at some parks. Refer to www.arc.govt.nz/parks.
 - 3.6 **Dogs, other animals and pets** are prohibited at all baches. The only exception is registered aid dogs.
 - 3.7 **Rubbish Free Parks.**
 - 3.7.1 The bach and surrounding site must be kept clean and tidy during your stay, and left clean on your departure.
 - 3.7.2 Boat accessible only baches do not have a rubbish collection service. These baches have no bins. Please take all your rubbish home with you.
 - 3.7.3 Vehicle accessible baches have a rubbish bin supplied. Please use the parks rubbish bags provided in the bach. Tie used rubbish bags and place them as detailed under bach specific conditions in the permit.
 - 3.7.4 To help the parks please take recyclable items home.
 - 3.8 **Tents** are prohibited at all times.
 - 3.9 **Day visitors:**
 - 3.9.1 Day visitor times are restricted to main park entrance gate opening hours.
 - 3.9.2 Visitor numbers are restricted: Maximum number of persons (booked and visitors) is not to exceed double the maximum permitted sleeping capacity of the bach.
 - 3.9.3 Visitor vehicles: Only some baches are able to cater for day visitor vehicles; please refer to the front of this permit for details on visitor vehicle parking.
 - 3.10 **Park Rangers** have the authority to request bach users to move or remove vehicles or equipment and to terminate the stay and activities.
4. **Booking Conditions**
 - 4.1 **This permit** can only be used for the purpose of a bach stay, in the designated bach. It is not able to be used for day use activities e.g. a booked picnic site, or to gain access to sites for other purposes. The permit is not transferable to another party or person.
 - 4.2 **Numbers staying** in the bach are not to exceed the maximum permitted capacity of the bach.
 - 4.3 **Length of stay:** Maximum of 7 consecutive nights, or 14 consecutive nights during the months June to September.
 - 4.4 **Self clean:** The bach operates on a self clean basis; please leave it clean on your departure. The bach may be inspected after your visit.
 - 4.5 **Liability:** The Permit holder shall reimburse the ARC the full costs to remedy, restore, replace or clean any part of the bach and or chattels, including any associated ARC staff time, resulting from any omission, negligence or act of wilful damage by the permit holder, any person in the group or persons visiting the bach.
 - 4.6 **Unsupervised persons under the age of 18:**
 - 4.6.1 Persons under the age of 18 years will not be granted a permit
 - 4.6.2 Persons aged 16 yrs and 17yrs with out their legal guardian will not be permitted to stay in or use the bach without prior consent; in the way of a completed and signed "Unsupervised persons under the age of 18" form from their legal guardian.
 - 4.6.3 Persons 15 yrs and under must stay with their legal guardian and have appropriate supervision to stay in or use the bach
 - 4.7 **Cancellations:** ARC is to be advised before the reservation date occurs should you decide to cancel part or all of a reservation.
 - 4.8 **Refunds and credit balances** will only be issued under the following conditions.
 - 4.8.1 Notice of cancellation has been given and a written refund request received by the ARC Contact Centre, as follows:
 - 4.8.1.1 2 weeks before the reservation date occurs.
 - 4.8.1.2 An administration fee of 20% based on the full reservation or part/s value will be retained from the refund or credit balance.
 - 4.8.1.3 The ARC reserves the right to retain all or part of the refund or credit balance to offset outstanding balances on that Household.
 - 4.8.1.4 Credit balances will be held up to 12 months for payment of any future reservations by the same Household.
 - 4.8.2 For full details please contact the ARC Contact Centre on 09-366 2000.
5. **Emergency procedures and contact numbers**
 - 5.1 These are located on the wall in the bach. Please ensure you locate, read and understand emergency procedures and contact numbers. These are also in the bach information folder. If you have any questions, please contact the Park Duty Ranger.
6. **Safety**
 - 6.1 **Please instruct your group** to care for their own safety. If you are entering a remote area, please ensure you are adequately equipped, experienced and aware of potential hazards.
 - 6.2 **Swim Safe.** Enjoying the beach should be both safe and fun, especially if you follow a few basic safety tips. On patrolled beaches swim between the flags. Never swim alone. Always swim under supervision. If in doubt stay out. Know your limits. Read and obey the safety signs. Learn to recognise rip currents. Always use safe equipment. Never swim or surf when tired or cold. Consider other users. Think about safety first! **ALWAYS SUPERVISE CHILDREN NEAR WATER!**
 - 6.3 **Drinking and driving / host responsibility:** the individual group utilising the bach is requested to practice Host Responsibility by providing food and non-alcoholic drinks, and designated drivers and / or alternative transport options.