

~ WORKAMPER APPLICATION ~

**HART RANCH CAMPING RESORT CLUB
23756 ARENA DRIVE
RAPID CITY, SD 57702**

605-399-2582

resortmanager@hartranchresort.com

www.hartranchresort.com

Date _____ Hart Ranch Member, RPI, or Coast to Coast # _____

Name _____
Last Husband Wife

Address _____ City _____ State _____ Zip _____

Phone Number _____ Email _____

Start Date _____ Anticipated Ending Date _____

Employment history

Husband: _____

Wife: _____

Department(s) in which you are interested

Husband: _____

Wife: _____

Comments _____

If you have any further questions, please contact the Resort at 605-399-2582. I understand that Hart Ranch Resort's Workamper Program requires vast flexibility and Resort Management reserves the right to assign me to any duties in any departments, as required. Must be able to stand, walk, stoop, kneel, crouch, crawl and lift up to 50 lbs. Also, I have received, read, and understand the attached Workamper Policies.

Applicant Signature

Date

Applicant Signature

Date

HART RANCH CAMPING RESORT CLUB
Workamper Program Policy
Created: November 2003 Updated: JULY 2007

The following policies were implemented to enhance the existing Workamper Program at Hart Ranch Camping Resort. This list of policies, in conjunction with the Workamper Application, are intended to give all workampers a clear picture of what to expect from Hart Ranch Resort's program. Workampers are an integral part of our team of employees, as they bring integrity, a strong work ethic, and great moral character to our award-winning Resort. It is our intention to clarify the program through the following policies.

PROGRAM OUTLINE:

Workamper applications are accepted year round. January is "workamper month." The hiring process involves all applicants being called to verify their application information and interviewed by Resort Manager or Supervisor. Hiring decisions will then be made and workampers will be notified. At this time, arrival dates and departure dates are determined (the time encompassed therein is referred to as the workamper commitment period.)

All hired workampers will receive a letter of confirmation along with a Job Descriptions from the Resort in February, verifying their work assignments, their arrival and departure dates (commitment period), site assignments, etc. Please review Job Description, sign it and return to Hart Ranch.

Workampers are expected to arrive at the Resort on the date designated by the confirmation letter, as determined at the time of hire. All workampers are granted a "grace period" to settle in at the Resort. This grace period will begin upon arrival and last until the following Monday, or when the workamper is ready to begin, whichever comes first. At the end of the grace period, workamper duties will begin, and will continue until the end of the commitment period. This "grace period" applies to Hart Ranch Resort members and non-members alike.

Definition of "Grace" Week: The time period that you have to "settle in" and "unwind" prior to and after your workamper commitment dates. You will receive up to one week "Grace" before and after your commitment dates (on your assigned site). Note: You must commit to at least Labor Day to receive the "Grace" week at end of commitment.

If you wish to arrive before or stay longer than your "Grace" week(s) you will need to make reservations using your membership rights. Keep in mind if you decide to stay longer than your "Grace" week you may be in your 9 day out period and you will either have to buy these days (if available) or move out. Also please note, your "Grace" week(s) will be included in your 21/9 day schedule which again starts on Jan 1 of each year.

During the workamper commitment period, workampers will work 20 hours per week per site as members of Hart Ranch Resort, or 32 hours per week per site as non members. There is no "banking" of hours from one week to another. Workampers are required to complete log sheets (provided by the Resort) designating hours worked each week. Those sheets are turned in to each workamper's departmental supervisor on a weekly basis and are tallied for tracking purposes.

If a workamper decides to terminate their position with the Resort, or if the workamper is involuntarily terminated, the following will apply:

*If the workamper is a Hart Ranch Resort member, and they want to remain on the property after termination, they will revert back to the 21/9 calculation, based on their **arrival date** at the Resort. If the day of the termination falls in the middle of their "9 days out" the workamper will be required to depart the property immediately, or "buy" the days in the Meadowlands, based on availability, for the rest of the 9 days before returning for the next 21 day stay.*

If the workamper is a Non Member, they are required to depart the property immediately, or as a CCC or RPI member, you may pay for a site (subject to CCC and RPI rules) if available.

In either case the workamper will have to move to an unassigned workamper site (to open it up for the replacement workamper).

If the workamper completes their obligation to the Resort, as defined at time of hire by their commitment period, Hart Ranch Resort members may begin their 21/9 cycle anew at the end of their commitment period. Non members are allowed to stay at the Resort for up to an additional seven nights at no charge. This "extended workamper stay" must be reserved through the workamper coordinator by the end of June each year. Beyond that date, any changes to the length of stay beyond the commitment period cannot be guaranteed because of the 60 day reservation window.

*Provided benefits: Full hookup 10' x 40' concrete camping site with concrete patio (expanded sites available)
20/30/50 amp electrical service
water and sewer hookup
22 channels of cable TV
wireless internet
Upon full completion of commitment period, each workamper site may receive a \$150 completion bonus (*unfortunately, we are not able to grant exceptions for unexpected health issues, family obligations, etc*)

OTHER POLICIES:

Hours worked over the minimum required by the workamper program **may be** compensated at a predetermined hourly rate, if so desired by the individual **and** if available based on the departmental budget. The availability of this paid time may not be determined until the workamper arrives at the Resort. The workamper hour commitment is required for the full length of the individual workamper commitment period. Workampers are not allowed to cease workamping in favor of paid hours during their commitment period.

A consecutive two-month minimum commitment is required for all applicants. Applicants with longer commitments available (mid – May thru mid – Sept) are given preference in the hiring process and the longer commitments are strongly encouraged. Upon accepting a workamper position, the workamper has thereby identified their commitment period (ie arrival date and departure date) and their completion of the season is subject to the commitment period, not the two month minimum.

Work hours and shifts will vary (to include evenings, weekends, and holidays). We do the best we can to coordinate the work schedules of husband and wife teams, but we cannot make any promises. Workampers must be willing to work in varying positions and varying departments, depending on the work load.

Extended time off during participation in the workamper program is not available. Hart Ranch Resort Family Reunion Packages are not available to members while workamping, as members are using their 21 days during their workamper commitment, therefore all allocated membership time is being used.

Workamper campsites will be pre-assigned. There are specific workamper campsites available in various locations throughout the Resort ~ the sites are pre-determined. You are unable to choose your own campsite.

***In order to properly perform their duties, this person is required to accept employer provided accommodations as defined in this agreement. Per IRS regulations, the value of the accommodations will not be included in your gross income. Resort Management and the Board of Directors reserves the right to make adjustments to this policy at any time.**