

TIPS ON REGISTERING FOR CUB RESIDENT CAMP
Camp Edward, Chief Seattle Council

Whether you are new to the process of registering for Cub Resident Camp or a seasoned pro, you should find the information below helpful. Please feel free to contact the Camping Department if you have further questions.

COUNCIL CONTACT INFORMATION:

Camping Dept. Contact Information: 206-725-0361 campingdept@seattlebsa.org

Camping Dept. Mailing Address:

Camping Dept., Chief Seattle Council, PO Box 440408, Seattle, WA 98114

Council Service Center Main Phone: 206-725-5200 Fax 206-725-2862

Council Service Center Physical Address: 3120 Rainier Ave. S, Seattle, WA 98144

TO FIND OUT SESSION AVAILABILITY:

To see which sessions are still open:

1. Go to our website, seattlebsa.org. On the home page under **Camping**, select **Cub Scout Camping**
OR
2. Contact the Camping Department at 206-725-0361 or campingdept@seattlebsa.org

ONCE YOUR PACK PICKS A SESSION:

There are two ways we recommend you sign up for Cub Resident Camp. Please choose one or the other:

1. As a pack with one registration form and one camp contact. (The camp contact would be responsible for keeping a roster of who is going, collecting fees from parents, passing on information about camp and sending payments as directed)
OR
2. Each family registers separately on their own and is responsible for making their own payments.

Either way, your pack will be assigned by camp staff to the same campsite. If your group is too large, it may be split between adjoining campsites. Please notify the Camping Department who your leader will be with the pack at camp.

MAKING YOUR RESERVATION:

You can register either by mail, bringing your form and payment to the Council Service Center, or by calling the Camping Department at 206-725-0361 and registering with a credit card. The preferred method of payment is by check. However, if you choose to pay by phone with credit card, there is a 2% service fee for balances over \$100. Save your pack or families the fee by submitting your camp payment by check. Your reservation is confirmed when payment is received.

A minimum \$20 nonrefundable per person deposit is required to reserve your space. If you cancel your reservation, your deposits will be lost.

NOTE: There is no price break for part-time attendees. Non-Scouts siblings or friends are not allowed to stay overnight in camp.

CONFIRMING YOUR RESERVATION:

After you have sent in your reservation, you will receive an email confirmation letter and statement, along with a leader/parent guide and other useful information. If you are the camp contact for your pack, please pass this information along to families that are attending. This information is also available on our website, seattlebsa.org.

If you need to make any changes to your reservation, please contact the Camping Department at 206-725-0361 or campingdept@seattlebsa.org.

MAKING PAYMENTS:

Cub Resident Camp payments are made as follows:

Camp Fees: \$250 per Scout \$165 per Adult

1. \$20 per person nonrefundable deposits upon registration
2. \$115 /Scout and \$72/Adult by April 3, 2017
3. \$115/Scout and \$73/Adult by June 5, 2017

Those registering later than April can make deposits, then one payment by June 5.

The camp contact or parent will receive an email payment reminder about a month prior to each payment due. We recommend that the camp contact collect payment from the parents before submitting it. However, to make a payment deadline, if registered as a pack, submit the bulk of payments, then send in any remaining payments as soon as you can get them. We prefer one payment from the pack or family, rather than multiple checks. That slows down the process.

Payments can be made by:

1. Mail
2. Walk-in to Council Service Center
3. Phone with credit card at 206-725-0361 (with 2% service fee for balance over \$100)

NOTE: If your pack is registered as a group with a camp contact, and you drop your number of participants, payment made for them will be credited toward your final balance. Please do this prior to making your final payment. Refunds for overpayments are not automatic.

Camperships:

Camperships are available for deserving Chief Seattle Council Scouts. No boy should stay home because he cannot afford to attend camp. Pack leaders are encouraged to provide unit money-earning projects so Cub Scouts can earn their way to camp.

You can obtain a campership application form on our website, seattlebsa.org or the Council Service Center. Completed forms must be returned to the Camping Department prior to any final payment.

Scout Bucks:

Scout Bucks are accepted from any Chief Seattle Council pack. They are considered "cash" so must be submitted to the Camping Department before they can be credited to your reservation. The entire amount of the Scout Bucks will be used. Expired Scout Bucks are NOT accepted.

Popcorn Money:

Money earned through popcorn sales resides with the pack. Therefore the pack must authorize its use for your camp payments.

REFUND POLICY

Preparing for camp requires the Council to purchase food, supplies, equipment, hire staff and keep camp facilities in good repair in anticipation of the number of participants registered to attend. As a rule we don't automatically give refunds. Below are cases where refunds may be requested:

DEPOSITS ARE NOT REFUNDABLE

For camps requiring deposits, deposits are not refundable unless a unit or camper cannot be placed in the camp or dates chosen.

FEES

REFUND REQUESTS MUST BE MADE PRIOR TO YOUR CAMP SESSION.

No refunds are given except in the following circumstances:

- There is a death, accident or serious illness in the immediate family up to 50% refund
(doctor's confirmation required)
- Scout or adult becomes ill and is unable to attend camp up to 50% refund
(doctor's confirmation required)

Examples of circumstances **NOT** qualifying for a refund are conflicts between camp and activities such as family vacations, sports, school activities or band trips.

Refunds do not include Scout Bucks or Camperships. Fees may be transferrable to a future Chief Seattle Council camp within a year if made by Dec 31 of the current year.

REQUESTS

All refunds are not automatic and must be requested in writing. Please review the cancellation guidelines above to determine whether you qualify. To request a refund, please email the Camping Department at campingdept@seattlebsa.org. Include the reason for the withdrawal, the unit number, camp and session and participant's name.

PREPARING FOR CAMP:

To help you prepare for Cub Resident Camp, you can visit our website, seattlebsa.org. Under the heading **Camping**, select **Camps & Properties**, then **Camp Edward** from the drop down list. Scroll down about halfway and you will find the Parent/Leader Guide, weekly Program Schedule, Advancement Schedule, and other useful information.

BSA Registrations:

All Cub Scouts attending Cub Resident Camp must be BSA registered. Please make sure this is the case before they come to camp.

Attending Adults:

If your pack is registered as a group, please make sure you have the minimum 2-deep leadership with at least one BSA registered leader at all times. We recommend a 1-5 ratio. If parents are

attending with their sons, this is not necessary. A parent must attend with their Tiger Scout regardless.

T-Shirt Ordering:

A free t-shirt is given to each Scout and adult participant. Orders are made online here: <https://www.seattlebsa.org/new/?eventId=478&controller=event&task=individualRegister> Orders can either be made by the parent or by the pack camp coordinator. T-shirts orders are used to determine the percentage of each size, not specifically for each participant. However, you are guaranteed a t-shirt in your size at camp.

Medical Forms:

All Scouts and adults participating in Cub Resident Camp must complete the **BSA Annual Health and Medical Record Parts A & B** and bring to camp. Part C is highly recommended.

Special Needs Forms:

The Special Needs Form is available on the Camp Edward webpage. If a participant has a dietary or physical need, please submit any forms **at least a week prior to camp**. We can accommodate common dietary needs such as peanut-free, gluten free and vegetarian meals. Our camp kitchen is free of any peanut products. Any more complicated restrictions can be discussed with the camp cook or Camp Edward director, who are at camp Thursday through Sunday during the camping season. Refrigeration and preparation can be arranged for special foods brought in.

For C-PAP machines, there are electrical outlets in each cabin and in the sink section of the shower-restroom house. Camp staff can use an extension cord if necessary.

Visitors to Camp:

We welcome day visitors to camp! They just need to check in at the camp office, pay for any meals they wish to buy and have fun with their pack members! No pets please. Only Scouts and their leaders or parents may stay overnight at camp.

Campsites:

There are 8 campsites, each with either tents or a combination of tents and cabins. Each tent sits on a wood platform and has a metal frame and canvas top. Each sleeps 2 adults or 1 adult and 2 youth. There is also plenty of space in the campsites if you want to pitch your own tent.

The new cabins each have doors, screen windows, 8 wood bunks along two side walls, and electrical outlets. You will need to bring your own light source and mattresses.

Shower/Restroom Facilities:

Camp Edward features two brand new buildings that house private individual shower/toilet facilities, with central sinks with mirrors, conveniently located near all campsites. Electrical outlets are located in the sink areas.