

Greater Pittsburgh Council, BSA
 1275 Bedford Avenue
 Pittsburgh, PA 15219
 PHONE: 412-325-7922
 FAX: 412-471-8831



Heritage Reservation Summer Camp Final Unit Planning Report

INSTRUCTIONS:

- Please submit this report at least 2 weeks before your camp arrival. This will help the camp staff to properly plan for your arrival.
- Send or fax report to address above or to Camping Services Fax: 412-471-8831.
- All adult fees are to be calculated and paid at camp. Do not pay for adult fees before camp. You and your camp director will determine your final bill during summer camp.
- For details on fees, policies, refunds, etc. see your Summer Camp Leaders' Guide.
- Responsible planning for transportation is vital. Your understanding and acceptance of the National BSA transportation policies are required for the safety of all. This is part of the Tour Permit process, which is also required for camp, please submit Tour Permit with this TripTik-Et. Thank you for your cooperation.

| UNIT INFORMATION | | | | | |
|---|--------------------------------------|---------------------------------------|--------------------------------------|--|--|
| Council: | | District: | | Unit Type (circle): Pack/Troop | Unit Number: |
| Camp Leader: | | Home Phone: | | Business Phone: | |
| Address: | | City: | | State: | Zip: |
| UNIT ACCIDENT INSURANCE INFORMATION — NON-GREATER PITTSBURGH COUNCIL UNITS ONLY | | | | | |
| Company Name: | | Policy Number: | | Exp. Date: | |
| CAMP TRIP INFORMATION (Complete Sections 1-4) | | | | | |
| 1. CAMP ATTENDING (check one—only fill out information for your camp) | | | | 4. GENERAL INFORMATION | |
| <input type="checkbox"/> CAMP INDEPENDENCE | | <input type="checkbox"/> CAMP LIBERTY | | <input type="checkbox"/> CAMP FREEDOM | |
| 2. SCOUTS ATTENDING CAMP | | 2. SCOUTS ATTENDING CAMP | | 2. SCOUTS ATTENDING CAMP | |
| Number of Cubs (non-Webelos) | Number of Scouts not yet First Class | Number of Scouts not yet First Class | Number of Scouts not yet First Class | Is the registered Unit Leader (Scoutmaster or Cubmaster) attending camp with the unit? | |
| Number of First Year Webelos | Number of Scouts First Class to Life | Number of Scouts First Class to Life | Number of Scouts First Class to Life | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Number of Second Year Webelos | Number of Eagle Scouts (under 18) | Number of Eagle Scouts (under 18) | Number of Eagle Scouts (under 18) | How many registered people are in your unit? | Scouts: |
| TOTAL SCOUTS | TOTAL SCOUTS | TOTAL SCOUTS | TOTAL SCOUTS | | Adults: |
| 3. ADULTS ATTENDING CAMP | | 3. ADULTS ATTENDING CAMP | | 3. ADULTS ATTENDING CAMP | |
| Number of Male Adults | No. of Male Adults (18-21 years) | No. of Male Adults (18-21 years) | No. of Male Adults (18-21 years) | How many Scouts are first time campers? | Scouts: |
| Number of Female Adults | No. of Male Adults (over 21 years) | No. of Male Adults (over 21 years) | No. of Male Adults (over 21 years) | | Adults: |
| Number of Den Chiefs | Number of Female Adults | Number of Female Adults | Number of Female Adults | Special Unit Requests: | |
| TOTAL ADULTS | TOTAL ADULTS | TOTAL ADULTS | TOTAL ADULTS | | |
| *SATURDAY EARLY ARRIVALS | | *SATURDAY EARLY ARRIVALS | | | *Saturday Arrivals, please note: - Arrivals allowed after 3 PM only. - Unit must check in with senior staff member on duty before going to campsite. |
| CAMP INDEPENDENCE | | CAMP LIBERTY | | CAMP FREEDOM | |

*See you
 at camp!*

Please see other side. ↴

| | | | | |
|-------------|-------------|---|--|-----------------|
| Name: | | Program (circle one): Pack Troop | | Unit Number: |
| Home Phone: | Work Phone: | Attending Camp (circle one): FRE LIB IND | | Week Attending: |



free Ldr form :))

doing this summer?

In an effort to help promote camp, the Greater Pittsburgh Council is continuing the free leader program. The program will offer incentives for helping to promote camp to council units and youth.

If all of the following requirements are met and authorized on this certificate by the appropriate person noted in the "Approval" column, the unit will receive an additional "free leader" at Heritage Reservation during 2008. Your council contact is our Customer Service Manager Mollieann Gray. She can be reached at mogray@bsmail.org or on (412) 325-7922.

| MANDATORY ITEMS (Must complete all of following) | | APPROVAL SIGNATURES: |
|--|--|----------------------------------|
| 1. Schedule a unit promotion presentation with your district camping representative between the months of November-April, outside of a Blue-Gold Banquet. | | District Promotion Chairman |
| 2. Complete the summer camp promotion presentation. | | District Presenter |
| 3. Complete reverse of this form with attendance numbers two weeks prior to camp date. <i>Example: If camp date is June 15, this needs to be submitted by May 30.</i> | | Unit Leader |
| 4. Register 5 more Scouts over last year, or, have a camp attendance ratio of 95% of youth registered in unit. # Attending Heritage _____ ÷ # in Unit _____ = _____ Camp Attendance Ratio | | Council Customer Service Manager |
| 5. Submit completed TripTik-et to HR Travel Agent two weeks prior to arrival in camp. <i>Example: If camp date is June 15, this needs to be submitted by May 30.</i> | | Council Customer Service Manager |
| NON-MANDATORY (Must complete 3 of following) | | APPROVAL SIGNATURES: |
| 6. Unit promotion chairman recruited. Name _____ Phone _____ | | Unit Committee Chairman |
| 7. Attend one of the two scheduled unit leader's meetings in April or May. Meeting Date Attended: _____ April 17, 2008 - Holy Trinity Church (Steubenville Pike), 6 p.m. May 10, 2008 - Heritage Reservation (Pathfinder Lodge), 9 a.m. | | Council Customer Service Manager |
| 8. Hold parents camp planning meeting by May 1, 2008. | | Unit Promotion Chairman |
| 9. Confirm attendance numbers to Flag Plaza in the month of May. | | Council Customer Service Manager |

Please see other side. ↴

Free Ldr Form:) and Final Unit Planning Calendar

Free Ldr Form Due Dates for Troops

| <u>Camp Arrival Date</u> | <u>Free Ldr Form :) Due Date</u> |
|--------------------------|----------------------------------|
| June 15, 2008 | May 30, 2008 |
| June 22, 2008 | June 6, 2008 |
| June 29, 2008 | June 13, 2008 |
| July 6, 2008 | June 20, 2008 |
| July 13, 2008 | June 27, 2008 |
| July 20, 2008 | July 4, 2008 |
| July 27, 2008 | July 11, 2008 |
| August 3, 2008 | July 18, 2008 |

Free Ldr Form Due Dates for Packs

| <u>Camp Arrival Date</u> | <u>Free Ldr Form :) Due Date</u> |
|--------------------------|----------------------------------|
| June 18, 2008 | June 4, 2008 |
| June 25, 2008 | June 11, 2008 |
| July 2, 2008 | June 18, 2008 |
| July 9, 2008 | June 25, 2008 |
| July 16, 2008 | July 2, 2008 |
| July 23, 2008 | July 9, 2008 |
| July 30, 2008 | July 16, 2008 |