**Registration Information Sheet**

**Return by email 2 weeks before camp to** **info@sierrapinescamp.com****!**

|  |  |
| --- | --- |
| Group Name |  |
| Contact Person |  |
| Cell Phone Number |  |
| Leaders Arrival Day and Time |  |
| Group Arrival Day and Time |  |
| Departure Day and Time |  |

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| **Accurate number of Attendees** |
| Age | Female | Male |
| Adults (18+) |  |  |
| Children ages 11-17 |  |  |
| Children ages 4-10 |  |  |
| Children ages 0-3 |  |  |

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| **Forest Service Annual Report Info** |
| Category | # of Campers |
| People with disabilities (all ages) |  |
| Children (under 18) who are physically or mentally challenged |  |
| Children (under 18) who live in an urban environment |  |
| Children (under 18) who live in an institutional environment (foster care, living in children’s homes, etc.) |  |
| Children (under 18) who are at risk (living in single family homes, unable to pay for camp, victims of abuse, etc.) |  |

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| **Housing Requests** |
| Dorms (16 beds each) |  /3 |
| Cabins with private showers (6 beds) |  /13 |
| Cabins (8 beds) |  /9 |
| Chalet (1 queen, 2 twin beds) $120 extra |  /2 |

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| **Health Care Supervisor** **(Please bring a copy of current license)** |
| Name: |  |
| Cell Phone Number: |  |
| Qualifications: |  |
| **Lifeguard / Pool requests****(Please bring a copy of current license)** |
| Lifeguard Name or request for lifeguard: |  |
| Cell Phone Number: |  |
| Days/ times you request to use the pool |  |
| **Check out Supervisor** |
| Name: |  |
| Cell Phone Number: |  |

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| **Meal Requests** |
| Meal schedule changes (Normally 8:30am breakfast, 12:30 lunch, 5:30 dinner)Include dates and times requested and any to go lunches |  |
| Special diets (vegetarian, allergies, etc.)  |  |

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| --- | --- |
| Campfire? Day/ Time (one is included, $50 after) |  |
| Projector? ($50 for duration of stay) |  |

We need your Certificate of Liability and schedule ASAP! Please bring campers’ medical forms with you to camp– <http://sierrapinescamp.com/docs/MEDICAL_LIABILITY_RELEASE.pdf>

**Arrival**:

When you arrive on site, please go to Judson Lodge.  Most likely someone will either be in the office or in the main meeting room.  If you do not find anyone, please call me, Sarah, at (916)290-2897 or Zhenya at 530-307-9097 and we will come up to meet you.

Please be ready with any paperwork and final payment (please be prepared to pay by check) when you arrive.  We can go to the office right away, so that once you begin your weekend you do not need to be distracted with business.

**Health Care Supervisor**:

Please have your Health Supervisor check in with us as soon as he/she arrives.  Please have them carry their cell phone with them at all times. We will need to know where she is being housed so that we can find her in an emergency. Our infirmary has a bed for students that need to be isolated due to illness. If there is a medical emergency, please call 911 and then report it to me as soon as possible.

**Accommodations Checkout:**

Please have all personal items out of all accommodations by 9:00 a.m. on your last day so that our staff can begin cleaning.  You are welcome to stay onsite until 12:00 p.m. Please provide contact info of one leader from your group with whom we will check the entire camp for your compliance with checkout.

**Parking:**

Please use the cabin area parking lot to park vehicles. **THERE ARE NO CARS ALLOWED INSIDE THE CABIN AREA!** Parking for dorm residents is along the road on the right side before you turn left towards Judson Lodge. Please keep the area around Judson Lodge as clear as possible (for emergencies).  You can park temporarily next to Judson Lodge for loading/unloading luggage for campers staying in Judson Lodge.  The parking area in front of the office and behind the kitchen is for camp vehicles only. **Drive slowly along Sierra Pines Road (25 mph speed limit) and on Sierra Pines Camp property (5 mph speed limit)**. Winter all cars are required to have 4wd with snow tires or use chains.

Please contact Sarah with any questions at 916-290-2897. Looking forward to seeing you at the camp!

Camp rules:

* Adult Supervision: Please have an adult monitoring your children at all times when using the lodge and recreational rooms
* Buddy System: Never walk alone! Always be with at least one other person and within eye-sight of a leader.
* Be on Time: Be on time to all meals and programs throughout the weekend.
* Respect Others: Be respectful of the other people here at camp and the facilities.
* Quiet Time: Quiet time is between 11:00 p.m. and 8:00 a.m. each night. We have private cabins that border our grounds. Please respect our neighbors during the night.
* No Food in Cabins or Cars: Please use Judson Lodge to store any food or drinks.
* No Firearms, Alcohol, or Drugs: Anyone not in compliance will be asked to leave immediately.
* No ATVs, quadrocycles, motorbikes allowed on any roads, trails, or dirt roads. Please do not bring any motorized recreational vehicles with you to camp.

**Checking out of accommodations:**

All personal items must be out of all cabins, dorms, chalets and apartments by 9:00 a.m. on the last day of camp so that cleaning crews can have access to those facilities. There may be a $20 fee per cabin, dorm, chalet and apartment charged to the Renter’s final bill for any accommodations that cannot be cleaned due to personal items still stored in them. Please do not allow campers to re-enter accommodations after 9:00 a.m. on the last day without permission from a camp staff member.

**Extra Snack Food:**

The Renter may bring snacks for their group; however, they **may not sell** food/snacks on Sierra Pines grounds. **Storing food in cabins or dorms is not permitted. Storing food in those locations encourages unwanted animals and rodents.** Renter may store food for themselves in **sealed** containers in their meeting room. There is also a refrigerator in the main lodge that can be used for storing food.

**Canoes:**

Sierra Pines has canoes that can be rented for $150 per day (includes launching fees, transportation and loading and unloading of canoes). Due to environmental regulations, Sierra Pines’ canoes can only be launched on Echo Lake (about a 10 minute drive from Sierra Pines Camp). Lifeguards need to be on duty while the canoes are being used on the lake and one camp representative will be on shore in case of any emergency. Campers using the canoes must be able to swim. We do not recommend using the canoes for children under the age of 12. Echo Lake is located at about 7,000 ft., so the early months of the summer the water can be extremely cold. Also due to the topography of the lake it is very windy most of the day. The best time to canoe on the lake is early in the day.

**Pool:**

Sierra Pines pool is open from mid-June (subject to weather) through Labor Day weekend. Renter will be required to provide their own certified lifeguards at a ratio of 1:25 campers in the pool or pay for one to be provided by Sierra Pines Camp at $10/hour. In addition, pool use is $50 / day to cover heating and maintenance costs. The pool is not open after sundown.

**Paintball (N/A):**

According to Sierra Pines’ use agreement with the Forest Service, paintball may not be played on Sierra Pine’s property or the surrounding wilderness. If campers bring paintball equipment with them to camp, they will be asked to surrender it to the Camp Director for the remainder of their stay.

**Archery:**

The archery range is open by appointment for 1 hour sessions for 10 campers per session. Sessions will be supervised by Sierra Pines staff.

**Fireside Circle:**

The Fireside Circle is available one evening per camp/retreat free of charge. Additional campfires will be subject to a charge of $50 to cover staffing and wood costs. Fireside availability is subject to Forest Service and El Dorado County fire restrictions.

**Additional Special Arrangements:**

* All attendees are to bring their own bedding, towels, warm clothing, flashlight, etc.
* There will be a $5.00 day use fee for anyone coming for the day and not staying the night.