

Council Properties Reservation Form for Unit Use

Reservations must be made no later than two weeks before the date of your visit.

While we encourage all units to plan well ahead if your request is for a future date that Council and District dates have not been selected yet you will be asked to resubmit your request after these dates are confirmed.

***This form is to be filled out and returned to the Jefferson Service Center. Confirmation will be returned upon approval.
Please allow five days for approval.***

Property Request: (check one)	Camp Rainey Mountain	Rotary	Scoutland
Unit Type/Number: _____	District: _____	Council: _____	
Leader in Charge: _____ email: _____			
Youth Protection Date of Leader in Charge (must be provided and must be current) _____			
Address: _____ day/cell: (_____) _____			
City: _____ ST: _____ Zip _____ Fax: (_____) _____			
Total number attending: _____ Date(s) requested: from: _____ to: _____			
Does your unit have insurance? () yes () no Company: _____ Policy no: _____			
Campsite Preference: 1) _____	_____ Approved	_____ Not Approved	
2) _____	_____ Approved	_____ Not Approved	
Other Facilities _____	_____ Approved	_____ Not Approved	
_____	_____ Approved	_____ Not Approved	
_____	_____ Approved	_____ Not Approved	

Loan Agreement:

The above unit and its leadership agree to be responsible for the equipment and facilities owned and approved for use by the Northeast Georgia Council, Boy Scouts of America (the Council). The leadership of this unit will agree to repay or reimburse the Council for damages or loss as a result of misuse by the scouts, family members or leadership of the unit.

This request acknowledgement will list what site/facilities that you requested, but these items will not be "guaranteed". The Ranger or Camp Master will make the final assignment. Check in time at camp is between 4pm and 9pm for Friday arrivals and between 8am and 11am for Saturday/Sunday arrivals.

\$50 Cleaning deposit for ALL UNITS will be charged after the event if needed. Ranger/Camp Master will assess your site as you check out. Valid credit card information is required for all reservations.

Credit Card: check one Visa MasterCard Discover AMEX

Card Number: _____ CVV # from back of card _____ exp date: _____

Signature: _____ date: _____

Use Fees:

Fees must be paid before confirmation will be sent.

Site fee: Out of Council fee for use is \$10.00 per person, per day (\$100.00 minimum per group, per day)

Estimated attendance _____ X Number of Days _____ X \$10.00 = Total site fee due: \$ _____

There is no campsite fee for In Council Units. Boating Fees apply to All Units.

Canoes/Rowboats/Flat Water Kayaks: \$10.00 per boat per day, **Boating is first come-first serve.** Trailer fee may apply if taking Canoes offsite upon approval of \$25.00. Only Scouts BSA aged youth and older may request boats (No Cub Scout Units) Total boat fees due: \$ _____

Additional fees apply for use of CRM Family Cabins (\$75 per night out of council, \$25 per night in council), CRM Staff Area Cabins (\$25 per night), and CRM Directors Cabin facilities (\$75 per night). Staff Cabins at Scoutland (\$25 per night). Dining Halls, Admin Bldg and Kitchens at all properties are not available for unit use.

Please call for availability and rates on these before making your request.

Total fees due: \$ _____	Other fees due: \$ _____
	Total fees enclosed: \$ _____

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There are three pages to read/complete and you must sign page 2 before your reservation request can be submitted. If you are missing any pages or have any questions, please contact the Council Service Center in Jefferson at the number above. Requests cannot be filled without all pages.

Rules and Regulations

Camp Rainey Mountain, Scoutland, and Camp Rotary are Council Properties of the Northeast Georgia Council, BSA.

1. **Check in / Check out** – All Units must check in and check out with the Camp Ranger/Camp Master. **Check in time for Friday arrival is between 4pm and 9pm, for Sat/Sunday arrivals it is between 8am and 11am.**
2. **Leave No Trace!** Low impact camping only. Please use existing fire rings only. Do not create new fire rings in any of the campsites. No digging, trenching, garbage pits, cat holes, or holes of any kind. Visit www.LNT.org to find out more about outdoor ethics and conservation.
3. **Campfires** – Please follow fire safety guidelines. Youth members should not handle any liquid flammable fuels. Proper safety elements should be in place before fires are started. Please use existing fire rings only. For Scoutland and Rotary, please use metal fire rings provided. Fires must be completely out before bedtime. Report forest fires to the Camp Ranger or Camp Master immediately. Never leave fires unattended.
4. **Pack it in, Pack it out!** All trash must be carried off site. Do not burn or bury trash in any of our campsites. Please take care to ensure that scouts and adults are not disposing of trash in any pit latrines or bathroom facilities.
5. **NO ALCOHOLIC BEVERAGES OR ILLICIT DRUGS ALLOWED** on premises!
6. **All buildings are SMOKE FREE.** Please use designated smoking areas only.
7. **Picnic Tables** – Please do not move tables from pavilions or campsites. If you must, please return them.
8. **Tree and Forest** – Please do not cut any live vegetation. This is a council policy. Cutting of any vegetation is also prohibited by the Army Corps of Engineer on any of its property (Scoutland and Rotary).
9. **Water Conservation – When Available.** Users should practice water conservation on all properties. Please be sure that all water spigots, showers, and faucets are completely turned off when not in use. Please report any leaks or broken pipes to the Camp Ranger or Camp Master immediately. **Water is NOT available in camp from November through March at Camp Rainey Mountain.**
10. **Shower House – When available** - Units using the shower house and bathroom facilities at any of our camps are responsible for cleaning and upkeep during their stay. Shower houses must be clean before units depart or all units will forfeit the cleaning deposit. All Units should bring their own soap and paper. **Shower House is NOT available November through March at Camp Rainey Mountain.**
11. **Scout Conduct** – Scout units utilizing the properties of the Northeast Georgia Council are responsible at all times for the behavior of the scouts in their care. This includes activities in and outside of your assigned campsite. The Scout Oath and Law are your best guides. First aid and safety are the responsibility of the adult leader in charge. Property or equipment used improperly that results in injury will be the responsibility of the adult leader in charge.
12. **Safety** – Scout units will follow the guidelines of the current Guide to Safe Scouting (#34416), BSA Health and Safety Guide (#34415), Youth Protection and Age-Appropriate guidelines for scouting activities. Leaders must be current in Youth Protection Training
13. **Swimming** – Swimming occurs in designated roped off areas under the direct supervision of a Qualified Supervisor. The Camp Ranger/Camp Master must be notified before swimming may take place. Please carry your Safe Swim Defense and Safety Afloat pocket certificate with you at all times during aquatics activities (and present it to the Camp Ranger/Camp Master upon check in).
14. **Fishing** is prohibited from camp docks. – If over 16 must have a license to Fish at Scoutland and Rotary
15. **Boat Usage** – Units using any of the boats must abide with all BSA Safety Afloat requirements.
16. **Family Cabins** - Are only available to single families or Adult Scouters. These are not available for units.
17. **Vehicles** – Vehicles must be parked in the designated parking lot areas. **NO CARS IN CAMPSITES OR PROGRAM AREAS.** Please park trailers off of the service roads for service vehicle access. Loading and unloading of equipment is permitted. Vehicles must be moved to the parking lot within one hour of arrival. Units with vehicles parked in camp for extended periods will risk being barred from use of Council Properties indefinitely.
18. The use of the Dining Hall and Headquarters buildings are strictly for council and district events. Please be prepared for inclement weather conditions as these facilities will not be open for unit use.
19. **Insurance** – Out of Council Units and non-scouting groups must provide proof of insurance (group accident, liability and sickness) when reservations are made.

I have read and understand these policies and procedures for use of Council Property during my unit's stay. I agree to follow these rules and, hereby understand that I am subject to penalties or fines for improper use or abuse of Council Property, including being barred from use of all Council Properties.

Signature

Unit Position / Unit #

Print name here

Date of Submission

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BSA and the Northeast Georgia Council Campground Policies

Current BSA Youth Protection Guidelines and Guide to Safe Scouting are to be always followed.

All registered adult leaders must be current in B.S.A. Youth Protection Training.

No alcoholic beverages or illicit drugs allowed.

No firearms or fireworks in campground.

No chainsaws/machetes/swords.

No smoking in campsites.

No riding in the back/bed/trailers or boards of trucks.

No pets are allowed.

No fishing from docks or in aquatics areas (No casting into swimming areas).

No throwing rocks or sticks.

Build campfires in established fire rings only. Please do not build fires on the fields. Do not leave fires unattended and put fires out cold before bed.

All liquid fuels must be handled by adults. Do not use liquid fuels on the camp fire.

Promptly remove all vehicles from the campground, no unauthorized vehicles will be allowed in camp after designated times. Failure to move a vehicle may result in its being towed at owner's expense.

Camps are leave no trace facilities. Please remove all trash/garbage.

Please supervise your child/children/scouts. You are responsible for them.

Submit all 3 pages to: heather.sisk@scouting.org

Signature

Unit Position / Unit #