

## **Registration:**

For a smooth registration process, and in order for us to safely care for you, please follow all the steps. As we did last year, our healthcare staff will make pre-check in phone calls the week prior to Camp to help speed along registration. This allowed us to shorten registration time for most campers to under a half hour. Please check your confirmation email/letter for your arrival times. These are based on last name. If you cannot find your confirmation email/letter, the arrival times are listed below.

Sunday arrival: 1:00-4:00 PM

Arrival Time	Last name starts with
1:00-1:30	A-D
1:30-2:00	E-H
2:00-2:30	I-L
2:30-3:00	M-P
3:00-3:30	Q-U
3:30-4:00	V-Z

- We will have colored and numbered flags at each stop to make it easy to follow the process of arrival.
- At the front gate, you will be welcomed by a greeter who will check to make sure you are registered at Camp and are there at your scheduled time. Make sure to have your luggage with you and remove any paperwork or medications you'll need for registration.
- Your luggage will be tagged in the center circle of grass in front of the trading post by staff, then they will assist you to place it by your cabin sign on the grass for you to pick up with a staff member at the end of registration.
- In front of the trading post, you'll be welcomed by our Support Specialists who will do multiple tasks.

- Ask you how you are departing (car, bus, other) and if you have a different departure time.
- Ask if you wish to have your application deposit refunded or donated. If you
  wish for a refund, they will give you that money immediately.
- The camp wristband will be placed on your wrist so all camp staff will know who you are in case of emergency.
- They will give you your health file to carry with you through the registration process.
- They will introduce you to your cabin staff who will walk with you through the registration process.
- At the picnic table in front of the crafts building we will take a photo of each camper for risk management purposes. We will also ask if you would be willing to be interviewed during the week to help us tell the Camp story for fundraising.
- If you have a special diet and wish to discuss it with the kitchen staff, you'll go into the dining hall to do so after your photo. Then it's off to the health lodge for your last stop.
- At the Health Lodge you will hand your file to our Camp Director Andrea.
  - If you have no medications, she will ask a few questions and send you on your way.
  - If you want the health lodge to administer your medications or you plan to take your own medications, she will send you in to drop those off with a licensed healthcare professional.
- Once complete you can either go yourself or with a staff person to get your luggage or with and head down to the cabin.

## Departure:

Departure is a general time frame from 6:00 - 8:00 PM on Thursday nights. Campers will be eating supper from 5-6 PM and after that departure will begin.

We ask that adult campers have their luggage packed up and ready to go before supper on Thursday. If you are departing as a group, your luggage will be picked up at a designated time and brought up to the front gate.

We'll send your rides down to your cabin to pick you and your luggage up. Remember to stop by the health lodge to pick up medication if you gave the health lodge your medications.

Please give us a call at camp with any questions regarding this process. Thank you!