

Trip Application for GSHPA Camp Properties

For Reservation and approval of trips and use of GSHPA properties and equipment for Troops Groups and Service Units

SECTION 1: GENERAL INFORMATION								
Type of Group: (please list Community, Troop or Group and #)					Age Level (circle):			D B J C S A Adults
Contact Name:		Home Phone:			Cell Phone:			
Street Address:		City:			State:		Zip:	
Email address:								
SECTION 2: TRIP INFORMATION								
Contact on Trip:		Home Phone:			Cell Phone:			
At Home Contact:		Home Phone:			Cell Phone:			
# of Registered Girls:		Adults:	# of Non-registered Girls:		Boys:	Adults:	<input type="checkbox"/> Additional Insurance Coverage Request form attached	
Described Planned activities:					Dates of Activity:			
SECTION 3: SITE PREFERENCE								
Arrival after 3 pm and Departure before 1 pm					ARRIVAL	Departure		
1 st Camp Choice:		Units:			Date	Date		
					Time:	Time:		
2 nd Camp Choice:		Units:			Date	Date		
					Time:	Time:		
3 rd Camp Choice:		Units:			Date	Date		
					Time:	Time:		
SECTION 4: CAMPSITE EQUIPMENT RENTAL								
Equipment Rental Fees Per Camp Deposit: \$25	Archery \$15 ½ day \$35 Full day	Pool \$30 ½ day \$60 Full day	Lake Swimming \$25 ½ day \$50 Full day	Canoes* \$15 ½ day \$30 Full day	Kayaks* \$15 ½ day \$30 Full day	Row Boats* \$15 ½ day \$30 Full day	Commercial Kitchens Available Pricing varies by the camp location Commercial Kitchen Deposit: \$50	
Archbald	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day		<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> Archbald <input type="checkbox"/> Golden Pond <input type="checkbox"/> Echo Trail <input type="checkbox"/> Louise <input type="checkbox"/> Furnace Hills <input type="checkbox"/> Small Valley	
Echo Trail	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day						
Furnace Hills	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day					*Personal Flotation devices are provided and must be worn by all participants. Currently Certified lifeguards are required for all water activities. Currently certified boating instructors are required for all water craft activities. You must follow GSUSA Safety Check Points and the certifying body for ratios.	
Golden Pond	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day		<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day				
Louise	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day		<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day		
Small Valley	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day						

Section 5: Adventure Course Rental

Camp Program Equipment Fees Deposit: \$25	Low Ropes Half Day- \$10 Full Day- \$15	High Ropes Half Day- \$15 Full Day- \$25	Climbing Tower Half Day- \$12 Full Day- \$19	Low Ropes and High ropes Full Day Only- \$20	Low Ropes and Climbing Tower Full Day Only- \$20	Climbing tower and High Ropes Full Day Only- \$25	Zipline Only ½ day Half Day- \$12	Zipline and Climbing Tower (Archbald Only) Half Day- \$15
Archbald	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> Full day	<input type="checkbox"/> Full day	<input type="checkbox"/> Full day		<input type="checkbox"/> ½ day
Echo Trail	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day							
Small Valley	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> ½ day <input type="checkbox"/> Full day	<input type="checkbox"/> Full day	<input type="checkbox"/> Full day	<input type="checkbox"/> Full day	<input type="checkbox"/> ½ day	

▶▶▶ ALL RATES ARE BASED ON PER PERSON ◀◀◀

SECTION 6: TRAVERSE WALL

Camp Program Equipment Fees Deposit: \$25	Troop Traverse Wall Rental \$5/ 2 hour time slot (see below)	GS Community Traverse Wall Rental \$30/ Weekend	GS Community Traverse Wall Rental \$50/ Day Camp Week
Echo Trail	<input type="checkbox"/> 9 am-11 am <input type="checkbox"/> 11:30 am-1:30 pm <input type="checkbox"/> 2 pm-4 pm <input type="checkbox"/> 4:30 pm-6:30 pm <input type="checkbox"/> 7 pm-9 pm	No time slot needed	No time slot needed
Furnace Hills	<input type="checkbox"/> 9 am-11 am <input type="checkbox"/> 11:30 am-1:30 pm <input type="checkbox"/> 2 pm-4 pm <input type="checkbox"/> 4:30 pm-6:30 pm <input type="checkbox"/> 7 pm-9 pm	No time slot needed	No time slot needed
Golden Pond	<input type="checkbox"/> 9 am-11 am <input type="checkbox"/> 11:30 am-1:30 pm <input type="checkbox"/> 2 pm-4 pm <input type="checkbox"/> 4:30 pm-6:30 pm <input type="checkbox"/> 7 pm-9 pm	No time slot needed	No time slot needed
Louise	<input type="checkbox"/> 9 am-11 am <input type="checkbox"/> 11:30 am-1:30 pm <input type="checkbox"/> 2 pm-4 pm <input type="checkbox"/> 4:30 pm-6:30 pm <input type="checkbox"/> 7 pm-9 pm	No time slot needed	No time slot needed

For any trip involving swimming/boating activities, a currently certified lifeguard must accompany the group.

Name of Lifeguard(s) _____ Copy of certification attached

Name of Training: _____

Date of Training: _____ Exp. Date: _____

Name of Certified Instructor (if applicable): _____ Copy of certification attached

A person currently certified in both first-aid and CPR must accompany a troop/group on any type of trip.

Name of First-aid/CPR Trained Adult: _____ Copy of certification(s) attached

Name of First-aid Training: _____

Date of Training: _____ Exp. Date: _____

Name of CPR Training: _____

Date of Training: _____ Exp. Date: _____

<p>Mode of Transportation:</p> <p><input type="checkbox"/> Parent/Guardian driving their own daughter(s)/ward(s)</p> <p><input type="checkbox"/> Carpooling: persons driving members of the troop/group must submit a volunteer authorization & disclosure form (complete driver information portion of this application)</p> <p><input type="checkbox"/> Rental Van: call the council office to make arrangements for contract signature before renting (Reminder: Girl Scouts cannot be transported in 15-passenger vans)</p> <p><input type="checkbox"/> Charter Bus: call the council office to make arrangements for contract signature before renting; certificate of insurance is needed</p>	<p>Driver Information: (if applicable)</p> <p>1. Name: _____ <input type="checkbox"/> Current Insurance/Registration/Drivers License Verified <input type="checkbox"/> Volunteer application & authorization forms approved</p> <p>2. Name: _____ <input type="checkbox"/> Current Insurance/Registration/Drivers License Verified <input type="checkbox"/> Volunteer application & authorization forms approved</p> <p>3. Name: _____ <input type="checkbox"/> Current Insurance/Registration/Drivers License Verified <input type="checkbox"/> Volunteer application & authorization forms approved</p> <p><i>* Attach additional sheet listing any other drivers, if necessary</i></p>
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Itinerary (dates, times of daily activities) attached

<p>Travel/Outdoor Training Completion (as applicable)</p> <p>Does the trip involve outdoor cooking? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Travel Training; Date of Completion: _____</p> <p><input type="checkbox"/> Outdoor Skills, Outdoor Basics; Date of Completion: _____</p> <p><input type="checkbox"/> Camping 101/Fire building 101 Date of Completion: _____</p> <p>Camping 101/Outdoor Skills/Outdoor Basics Certified Leader Name _____</p> <p>_____ Please Print</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4">Projected Budget for Activity</th> </tr> <tr> <th colspan="2">Expenses</th> <th colspan="2">Income</th> </tr> <tr> <td>Cost Per Girl</td> <td style="text-align: center;">\$</td> <td>Girl Contribution</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Cost Per Adult</td> <td style="text-align: center;">\$</td> <td>Troop/Group Contribution</td> <td style="text-align: center;">\$</td> </tr> <tr> <td></td> <td></td> <td>Other</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>TOTAL COST</td> <td style="text-align: center;">\$</td> <td>TOTAL ESTIMATED INCOME</td> <td style="text-align: center;">\$</td> </tr> </table>	Projected Budget for Activity				Expenses		Income		Cost Per Girl	\$	Girl Contribution	\$	Cost Per Adult	\$	Troop/Group Contribution	\$			Other	\$	TOTAL COST	\$	TOTAL ESTIMATED INCOME	\$
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		Other	\$																						
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Before mailing application, submit form and all attachments to the Community Lead, for approval and signature.

- I verify that I have reviewed the GSHPA property regulations. I agree to abide by all GSHPA rules and regulations and the Safety Activity Checkpoints for this trip/activity.
- In the interest of safety, I understand that I must submit a COMPLETED Troop Group Travel Roster 2 weeks before the trip. *This form is located on the forms section of the GSHPA website. This is an editable word document*
- I have enclosed the fee to reserve the listed campsites. I understand the fee is refundable if cancellation is received in writing at least 2 weeks prior to the event.
- I understand we are responsible for the care of the equipment we are receiving and agree to pay for damages

incurred. I agree to return all equipment on the above date unless special arrangements have been approved.

Enclosures: (please check all that apply)

- \$25.00 security deposit * for unit rental (required with reservation form)
- \$25/\$50 equipment security deposit (required with reservation form)
- \$100.00 security deposit* for entire camp rental (required with reservation form)
- Fee for unit rental (due 3 weeks before date of reservation)
- Fee for equipment (due 3 weeks before date of reservation)
- Copies of certification cards for First Aid/CPR, (if not obtained through GSHPA)
- Copies of certifications for lifeguards or certified instructors, if applicable.
- Troop/Group Travel Rosters

* Security deposit will be returned upon receipt of the campsite report form from the ranger.

Signature of Adult in Charge

Date

Print Name

Mail to:
GSHPA
350 Hale Avenue
Harrisburg, PA 17104