

Camp Facility Reservations & Fees

Crystal Lake Scout Reservation, Phillips Scout Camp, Flambeau Canoe Base

Units	District/Council
<p>Reservations:</p> <ul style="list-style-type: none"> Reservations are accepted up to 12 months in advance at the Wausau Homes Scout Center. Call to check availability. Please mail, email or fax the reservation form along with your reservation deposit. You may also call to make a reservation. <p>Fees:</p> <ul style="list-style-type: none"> Half of the facility rental cost is due at the time of the reservation as the deposit (non-refundable). Remaining balance is due 2 weeks before your reservation. A \$50 security deposit is required with your reservation. Deposits will be returned upon proper checkout within 15 days. All damages and cleaning will be deducted from your deposit. <p>Cancellations:</p> <ul style="list-style-type: none"> Cancellations of reservations made at least 90 days in advance can be transferred to a new reservation within 12 months of the cancellation date. Reservation cancellations made less than 90 days in advance will result in loss of deposit. 	<p>Reservations:</p> <ul style="list-style-type: none"> Reservations are accepted up to 18 months in advance at the Wausau Homes Scout Center for a district or council event. Reservations must be made through the Council Camping Director. <p>Fees: Fees are used to help with facility expenses: supplies & services (such as trash), building maintenance and utilities.</p> <ul style="list-style-type: none"> \$5.00 per person (staff and participants) for a weekend event. \$10.00 per person (staff and participants) for a weeklong event (3 or more days). A \$50 security deposit is required with your reservation. Deposits will be returned upon proper checkout within 15 days. All damages and cleaning will be deducted from your deposit. <p><i>Groups will be billed after the event (based on registration and staff numbers) and are expected to pay within 4 weeks of receiving the bill.</i></p> <p>Cancellations:</p> <ul style="list-style-type: none"> Reservation cancellations made less than 90 days in advance will result in loss of deposit.

Non-Scout Groups

All non-Scout groups should contact the Camping Department at Samoset Council for rates and reservation procedures.

Questions and Reservation Information call 715-355-1450 or email camp@samoset.org

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Group Contact Information:

Unit/Group: _____ Leader Name: _____
 Council: _____ Address: _____
 Purpose: _____ City, St, Zip: _____
 Arrival Date/Time: _____ Phone (h): _____
 Departure Date/Time: _____ Phone (m): _____
 Expected Attendance: _____ Email: _____

Facility Selection:

Please circle or highlight the facilities you would like to reserve for the dates listed above.

Camp	Type	Capacity	Description	Daily Rate*
Akela's	Cabin	30	Gabriel House	\$125
Eau Pleine Slopes	Campsite		Group Campsite	\$0
Family Camp	Campsite		Trailer/Tent Site (with electric & water)	\$20
Flambeau	Campsite		Group Campsite	\$25
Flambeau	Program	6 canoes	River Canoes with Trailer	\$100
Four Mile	Campsite		Group Campsite	\$0
Hanna	Cabin/Meeting	20	Base with Kitchen	\$150
Phillips	Cabin	10	Rotary, Elks, Horgan, Evans	\$35
Phillips	Campsite		Group Campsite	\$25
Phillips	Day Use		Program Shelter, Sports Field, Campsites	\$50
Phillips	Meeting	50	McCormick Lodge	\$50
Tesomas	Cabin	4	Staff Cabin Individual	\$25
Tesomas	Cabin	10	Bixby, Ledbetter, Doiser	\$35
Tesomas	Cabin	16	Schooley	\$125
Tesomas	Cabin	24	Buffalo Bill	\$100
Tesomas	Campsite		Group Campsite	\$25
Tesomas	Meeting	50	Program Center	\$50
Tesomas	Program	8 canoes	River Canoes with Trailer	\$100

* Rates for Scouting units only; subject to change.

Total Reservation Cost:

Please mail this form with your reservation deposit (half of the total cost) to the Samoset Council office. The remaining balance is due 2 weeks before your reservation.

Facility Costs: _____ Amount Enclosed: _____
 Make checks payable to Samoset Council, BSA

Camp Facility Check-In Procedures

Crystal Lake Scout Reservation, Phillips Scout Camp, Flambeau Canoe Base

Please contact the appropriate person listed below at least four days before the reservation date to confirm arrival date, time and facility rented.

Checking In:

1. Evening check-in at camp should occur after 6:00 PM and before 9:00 PM unless special arrangements have been made with the camp contact.
2. All groups are required to check-in at camp before proceeding to their requested area or campsite. (The exact procedures will vary by camp, specific instructions will be given to you when you contact the appropriate person listed below). Camp Phillips and Flambeau Canoe Base require keys to be picked up ahead of time.
3. A walk-through of the facility will be conducted upon check-in to ensure the facility is ready for your group and answer any questions (CLSR only).
4. Please park all vehicles in the appropriate parking lot. Do NOT drive off of camp roads without permission from the Ranger or Reservation Director (this includes driving on the grass up to a building).

During your stay:

1. Please review the guidelines on the next page with your Scouts and leaders. Any group that fails to comply with these regulations will be asked to leave.
2. Groups must have at least two (2) adults in camp at all times. All adults must be youth protection trained.

Checking Out:

1. A Scout is clean. Clean all facilities thoroughly (instructions can be found in each building binder) and return items to their original locations.
2. Contact the ranger and arrange a time for the check-out walkthrough of the facilities rented (CLSR only). Failure to hold a walk-through may result in the complete loss of your security deposit. Checkout time is 11:00 AM unless other arrangements are made.
3. During the check-out walkthrough call attention to any problems you experienced or damage that occurred to the person checking you out. We must all work together to take care of our camps.

Security deposits will be returned within 15 days if there is no damage or additional cleaning charge. Damage costs may not be known at check-out. In the event that damages exceed the deposit, units or organizations will be billed the additional amount needed. (Groups using Phillips should not expect to receive their deposit back when they return their key).

Camp Contacts

Crystal Lake Scout Reservation:	Troy Seehafer	715-365-3111 or camp@samoset.org
Phillips Scout Camp:	Ron Stange	715-581-1392 or ron@samoset.org
Flambeau Canoe Base:	Scott Domino	715-490-2241 or scott@samoset.org
Director of Program:	Scott Domino	715-490-2241 or scott@samoset.org

Please report any equipment or facility issues to the appropriate person above.

Camp Facility Guidelines

We hope you enjoy your visit at our camps. So that future groups may appreciate these facilities, please follow these simple guidelines for everyone's enjoyment. Also, remember to always live by the Scout Oath and Law.

Adult Leadership:

- Unit/Group leaders are responsible for the actions, safety and welfare of their unit/group.
- Each unit/group will maintain two (2) adult leaders, one of whom must be age 21 or older, who are in charge of the unit/group at all times.
- All adult leaders must be youth protection trained.

Damaged Camp Equipment:

- Any damage to camp-owned equipment through abuse will be the responsibility of the unit/group.
- Replacement costs will be assessed to the unit/group based on the retail costs of the damaged item.

Fires & Firewood:

- Only use designated campfire areas and never leave a fire unattended. Always extinguish fires properly.
- Units are prohibited from bringing firewood into camp because it can harbor many different kinds of invasive pests and diseases harmful to our trees.
- Units can gather downed wood or purchase firewood from us.
- The fireplace inside McCormick Lodge (Phillips Scout Camp only) may be used but must be turned off when you leave.

Pets:

- No animals are allowed on camp properties except for guide dogs for the visually impaired or animals which are for a program/demonstration with the approval of the Reservation Director.

Prohibited Items:

- Alcoholic beverages of any kind and illegal drugs & accessories.
- Ammunition, explosives and fireworks.
- Any type of weapon (including BB guns, paintball guns, and slingshots) or hunting/trapping equipment.
- Pets and other animals without the approval of the council camping executive.
- Travel trailers, campers and motor homes (a family camping area is available for these vehicles).

Smoking:

- For the health of all, please respect the rights of all others and refrain from smoking in your campsite or around other people. Smoking anywhere at Phillips Scout Camp is not allowed.

Trash and litter:

- Groups are responsible for the bagging and disposal of trash in the camp dumpsters. Groups using Phillips Scout Camp or Flambeau Canoe Base must take all trash with them when they leave.

Vehicles

- For the safety of the Scouts and Scouters, the speed limit on all camp roads is 5 mph.
- Vehicles must be parked in the central parking lot area.
- Truck beds or trailers must never be used to transport people anywhere.
- Do NOT drive off of camp roads without permission from the Camp Ranger or Reservation Director (this includes driving on the grass up to a building).