



**Leader Information
PLEASE COMPLETE &
RETURN 3 WEEKS
PRIOR TO VISIT**

Three Week Confirmation Details

Please give us your best estimated numbers at this time*:

NUMBER CONFIRMATION:

Adult Groups without Minors complete this area:

Number of Participants: _____ Male _____ Female

Groups with Minors complete this area:

Number of Minor Participants: _____ Male _____ Female
Number of Adult Chaperones including teachers & principals: _____ Male _____ Female
Number of Other Adults: _____ Priest _____ Religious Sister

****To serve you best, as your numbers change please keep us continually informed:
sara@campranchoframasa.org OR 1.888.988.2839, x31.***

AT CAMP DETAILS:

List any meal/ overnight lodging variations: (Ex: 2 extra people for lunch on Wed)

Transportation to camp (please check):
_____ Bus _____ Cars _____ Bus & Cars

TRIP DETAILS:

Please use the following list to confirm the details of your trip to camp. Circle yes or no to indicate if the below items are correct. If you circle any items “no” please contact Sara Bouchardat 888.988.2839, x31 to make the proper adjustments as soon as possible.

- yes no Arrival/ departure dates and times are correct. (Review Group Agreement)
- yes no Meals and snacks times are correct. (Review Group Agreement)
- yes no The correct number of adult chaperones have been arranged and prepared. (Review Group Agreement)
- yes no The needed participant waivers have been collected & summarized on the Group Summary form? (Groups with no programming do not need participant waivers)
- yes no The Cabin Assignment Tool has been used to ensure that the reserved cabin units will accommodate the group? (Overnight Groups Only; Review Group Agreement)
- yes no The Meeting Rooms and Secondary Spaces Reservations are correct. (Guest Group Rentals only; Review Group Agreement)
- yes no The Program Selection Sheet has been completed and returned to camp.

REMINDER NOTES:

- If you are receiving programming, a CYO Staff member will inform you about the number of groups to divide up your group into.
- Copy Directions to camp and Group Policies for Participants/Chaperones.
- On your way to camp, if you running late or early please call the School Year Program Coordinator’s cell phone, 812.325.2818 so we can be better prepared for the change in schedule.
- Directions to camp and other confirmation information can be found online at www.campranchoframasa.org if you have misplaced your Confirmation Packet.
- Interested in camp souvenir items? Contact Sara Bouchard, School Year Program Coordinator, for information on ordering. Pre and post ordering are possible.

Please do not bring final payment to camp. You will be billed following your trip to camp.