



ROBERT W. WOODRUFF SCOUT CAMP Early and Late Arrival Request



We realize that some units are unable to arrive at camp during our standard check-in period of 12:45 to 3pm on Sunday afternoon. We ask that only units who must travel more than 10 hours or units who have a religious reason arrive at alternate times. Please submit this request form at least 4 weeks prior to your arrival. Early arrival units will be charged a \$50 fee.

Once the request is reviewed and approved, the unit will be notified about 2 weeks prior to arrival via email and a confirmation number will be provided.

If your Unit is arriving Early/Late and are coming by Bus, please also submit the "Bus Arrival".

Saturday Arrivals: Please plan to arrive between 4 and 8pm.

When you are approximately 1 hour from camp or if you anticipate a significant delay please call our Duty Commissioner. Cell #: **678-910-6443** (leave a message if necessary, with unit # & call back #)

Arrival: Upon arriving at camp, please park in the main parking lot (just inside the front gate) to meet the Duty Commissioner who will provide a packet containing information regarding your pre-camp stay. The Duty Commissioner will collect your complete roster for youth and adults who will be in camp until check-in and then escort you to your campsite. Units will still need to check-in on Sunday between 12:45 and 3pm.

Showers and Camp Facilities: Units are welcome to use camp shower houses but are expected to clean up after their use. Units are welcome to familiarize themselves with camp but cannot use any of the program areas including the lake and waterfront.

Food: Units are responsible for their own meals through Sunday lunch. The first camp provided meal will be Sunday evening at 6 pm. Restaurants and stores are available in Blue Ridge (16 miles), Blairsville (12 miles) and Murphy (14 miles). Ice will not be available prior to Sunday check-in.

First Aid and Emergencies: The health lodge is closed until 12:45 pm Sunday. Unit leaders should be prepared to render first aid. In the event of an emergency such as fire, severe weather or other emergency, a staff member will be sent to each campsite with instructions.

Vehicles and Parking: Private vehicles are permitted in camp for loading and unloading only. The camp wide speed limit is five (5) miles per hour. Please park in designated parking spaces.

Sunday Arrivals before 12:45 pm:

Units arriving on Sunday before 12:45 pm are requested to wait outside the main gate near the check-in area (Main Pavilion) until the check-in begins.

Sunday Arrivals after 3:00pm:

We strive to check in units as soon as they arrive, however, if a unit arrives during meal time, the campfire program, or other camp-wide activities, check-in may be delayed.

Monday Morning Arrivals:

Please arrive and be ready to check-in between 7:30 and 8am. This allows check-in to be accomplished prior to program beginning for the week. Please park in the main parking lot. Scouts and leaders should plan on walking to their campsite. Staff will assist with moving gear to the site after program begins and foot traffic is reduced.

Early/Late Arrival Request Form - Woodruff Summer Camp

Please submit at least 4 weeks prior to arrival

Unit #: _____ Home Council: _____

Week#: _____ Arrival Date: _____ Arrival Time: _____

Total Youth: _____ Total Adults: _____

Contact Name: _____
(Make sure the person listed is traveling with the unit)

Mobile Phone: _____ Email: _____

Requesting: **Early Arrival** **Late Arrival**

Reason for requesting Early/Late Arrival:

Fax to: 770-956-5980

Email to: woodruff@atlantabsa.org

Mail: Atlanta Area Council
Attn: Woodruff Summer Camp
1800 Circle 75 Parkway
Atlanta, GA 30339

Fee: Your unit will be assessed the \$50 fee for early arrival during camp check-out