



Girl Scouts

# Girl Scout Council of the Florida Panhandle, Inc.

Tallahassee Service Center ♦ 250 Pinewood Drive ♦ Tallahassee, FL 32303-4838

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## Property Reservation Form

**NOTE:** This form is for GSCFP Girl Scout use only. Other organizations wishing to rent camps must call the council office for further information.

### Reservation Procedures

Complete this form and return to the council office. We must have the following **before** a reservation can be made:

- ❖ Activity Form
- ❖ Itinerary
- ❖ Two Checks (one for deposit and one for use fees)

#### For Office Use Only

Receipt # \_\_\_\_\_

Amount \_\_\_\_\_

Check # \_\_\_\_\_

Date Rec'd \_\_\_\_\_

Your deposit will be returned to you in the form of a check when the "After Camp Report" has been approved by the property manager.

See back of this form for appropriate fees.

In accordance with "Safety-Wise" and Guidelines to Action, no alcoholic beverages, or illegal drugs are allowed on the council properties. Smoking is prohibited in the presence of girls.

### Please Reserve:

#### Camp For All Seasons

- Screen Hut Unit
- Pole Hut Unit
- Cabin Unit

- Lodge
- Lodge/Kitchen
- Pool\*

- Entire Facility
- Canoes\*

\*Use of pools requires presence of certified lifeguard.

\* Use of Canoes requires presence of Certified Canoe Instructor.

The date(s) I wish to reserve (please indicate three choices):

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

Enclosed is our use fee of \$ \_\_\_\_\_ and a \$50.00 deposit check.

Time of Arrival: \_\_\_\_\_  AM  PM

**NOTE: CHECK-OUT TIME IS 3:00PM**

Troop #: \_\_\_\_\_ Age Level: \_\_\_\_\_ Service Unit: \_\_\_\_\_

Number of Participants: Girls \_\_\_\_\_ Adults \_\_\_\_\_

Leader's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone Number: Home: \_\_\_\_\_ Work: \_\_\_\_\_

Interested in Tidy Camper Patch?  YES  NO

## Property Reservation Form

### CAMP FOR ALL SEASONS

#### Facilities

Cabin Unit	4 cabins that house 32 girls, 1 unit house that houses 8 adults (fireplace, toilets, hot showers & electricity)
Pole Huts	5 pole huts that house 25 girls, 1 unit house that houses 8 adults (fireplace, toilets, hot showers, & electricity)
Screen Huts	3 screen huts that house 12 girls. Site is for primitive camping. No electricity.
Lodge	Lodge with fireplace for large groups/ 4 rooms that house 16/ bathroom
Kitchen	Large commercially equipped kitchen
Canoes	For use at Camp For All Seasons Only, Certified Canoe Instructor must be present. <i>Consult Safety-Wise and Scouter Outer packet for rules.</i>
Pool	Certified lifeguard must be present. The pool is the only designated swimming area. Swimming is prohibited in Lake Talquin. The lake is for boating only.

#### Rental Fees for GSCFP Girl Scout Troops

Cabin Unit	\$45.00 per night, per troop
Pole Huts	\$45.00 per night, per troop
Screen Huts	\$45.00 per night, per troop
Lodge	\$50.00 per night, per troop
Kitchen	\$50.00 per day
Canoes	\$8.00 per day, per craft for use at CFAS only.
Pool	\$50.00 per troop per day

#### RESERVATION PROCEDURE

1. A security deposit of \$50.00 is required to use facilities. All deposits will be cashed. This deposit is returned two weeks after camping IF the campsite has been left in proper order and there are no damages. It is **IMPERATIVE** that you leave the "After Camp Report" at the campsite; this is our **ONLY** means of knowing if you left the area clean. The report is attached to your confirmation form and you are responsible for taking it with you on your camping trip. Completion of this form also enables you to earn the "Tidy Camper Patch" if you fulfill the requirements.
2. Complete "Camp Reservation and Activity Forms"
3. Enclose two checks (one for the use fee and one for the deposit). **THESE THREE ITEMS MUST ALL BE RECEIVED BEFORE YOUR REGISTRATION CAN BE CONFIRMED.** Reservations will not be held until all required documentation is received.
4. Incomplete forms will be returned for completion.

Remember: The leader or another adult must have Scouter Outer training before taking a troop camping, whether at our facilities or another place. Be sure to consult *Safety-Wise* and "Guidelines to Action" when planning a trip or event.

When we receive the three items and your date is available, you will receive a confirmation notice. If you have any questions, please call us. For a full refund, written cancellation must be received at the council office no later than 45 days prior to the reservation date. A 50% refund will be given for all written cancellations received at the council office between 30 and 45 days prior to the reservation date. No refunds will be given for cancellations giving less than 30 days notice.