

Site Rental Reservation Form

To reserve a site: 1. Check availability at http://www.gswise.org/camps/Site-Rental/Facilities-Fees.aspx and click on Availability at a Glance. 2. Email siterental@gswise.org to verify site is available. 3. Send in this form, full payment, and certifications within one week. See back of form. Troop#: Contact Person: Grade Level: ☐ Daisy ☐ Brownie ☐ Junior Address: ☐ Cadette ☐ Senior ☐ Ambassador Zip: ____ # Registered Girls: Phone (day): () (eve): () # Registered Adults: Email Address: Co-Leader: Phone (day): () (eve): () For current prices and pictures, please visit our Web site, www.gswise.org. We are requesting: ☐ 1 night ☐ 2 nights ☐ Day use (1/2 the cost of overnight rental.) Please list date(s) that you have reserved via e-mail/phone: Please check site(s) that you have reserved via e-mail/phone: Alice Chester Center, located in East Troy, closed between Memorial Day and Labor Day for summer camp Chaparral, capacity 24 Robinhood (A-frame cabins), capacity 28 __ Trailblazer (A-frame cabins) capacity 28 Sunset Prairie, capacity 22 __ Frontier (platform tents), capacity 30 __ Walden (A-frame cabins), capacity 18 __ Pathfinder (platform tents), capacity 30 __Lodge (no overnights), capacity 200 Primitive tent camping site, capacity 40 Camp Pottawatomie Hills, located in La Grange township, closed several weeks in the summer for summer camp Seybold Lodge - Alford, capacity 30 __ Highlands (cabins), capacity 56 __ Viking (platform tents), capacity 32 __ Seybold Lodge - Lance, capacity 20 Wendat (seasonal, no sleeping), capacity 100 __ Primitive tent camping site, capacity 40 Alps (platform tents), capacity 32 Camp Winding River, located in Neosho, closed between Memorial Day and Labor Day for day camp Friendship Center - upper, capacity 30 __ Tent cabins (screened cabins), capacity 30 __ Tent cabins at Sunset Ridge, capacity 30 Friendship Center - lower, capacity 30 __Yurt (screened building with loft), capacity 20 __ Heron Hideaway, capacity 36 Sunset Ridge (seasonal, no sleeping), capacity 150 Primitive tent camping site, capacity 40 Platform tents, capacity 28 Chinook Program Center, located in Waukesha, closed several weeks in the summer for day camp __ Tent cabins (screened cabins), capacity 18 Activity Station, capacity 30 Primitive tent camping site, capacity 40 Troop House, capacity 30 __ Ridge Site, capacity 40 Silverbrook Program Center, located in West Bend, closed between Memorial Day and Labor Day for day camp __ Badger B (platform tents), capacity 24 Jo Ann Mann Lodge - lower level, capacity 22 __ Jo Ann Mann Lodge - upper level, capacity 18 __ Dell (platform tents), capacity 24 __ North Star, capacity 20 Lookout Peak (Adirondack shelter), capacity 18 __ Sandy Point, capacity 30 __ Primitive tent camping site, capacity 40 Badger A (platform tents), capacity 24 Fire circle, capacity 40 Trefoil Oaks Program Center, located in Kenosha, closed several weeks in the summer for day camp __ Bunk Room A, capacity 21 __ Primitive tent camping site, capacity 40 Bunk Room B, capacity 21 Fire circle, capacity 40 Great Hall, capacity 200 day, 60 overnight

Woodhaven Program Center, located at the Kenosha Service Center, available on weekends only

___ Palmer Room, capacity 20

Girl Scouts of Wisconsin Southeast

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Safety Requirements for Troop Camping

All troops must have at least one adult trained in each of the following areas accompanying the troop.

If you do not have certifications at the time you make your reservation, you must provide documentation at least two weeks before your reservation date. Please submit documentation of First Aid/CPR/AED with this application or indicate when you will take course/provide certification and are attending your event.

Please list the name of the adult(s) in your group who have the following certifications for your event. Current First Aid Certification: ___ Expiration date: _____ Current CPR/AED Certification: Expiration date: Planning the Overnight Experience Training: Outdoor Skills Training (if having a campfire): Troops must follow Safety Activity Checkpoints and Chapter 4 - Safety-Wise in Volunteer Essentials requirements for transportation, girl/adult ratio, and separate accommodations for males. **Payment Information** Full payment is due within one week of making reservation. Please make all checks payable to: Girl Scouts of Wisconsin Southeast (GSWISE) or fill out the form below if using a credit card. Check one: ☐ Discover ☐ Mastercard ☐ Visa Expiration date: Account number: Exact name on card: _____ I authorize GSWISE to charge my credit card for \$. Signature: Once your payment is received, a confirmation packet will be mailed to the contact person. All cancelations need to be made in writing five weeks prior to the reservation date to receive any refund. **Council Policies Regarding the Use of Property** Only registered Girl Scouts in the appropriate grade levels are allowed to attend overnight camping events. Children of Troop Volunteers and chaperones who are not in the troop are not allowed to accompany the troop. Groups will be charged for damages incurred due to negligence and vandalism. If you are planning to rent equipment or use the lakefront for swimming or boating, you must submit an onsite equipment rental form found on www.gswise.org at least three weeks prior to your camp date. Troops will need to turn in an Emergency Contact Form to property staff when they check in at camp. No pets are allowed on the property. Alcoholic beverages are prohibited on council properties. All camps are smoke- and drug-free environments. Groups will be billed for false alarm charges incurred during their stay. Girl Scouts of Wisconsin Southeast is not responsible for loss or damage of personal items brought onto the site. A reservation will only be held for one week without payment. I have read the Site Rental Reservation form and agree to abide by the council policies regarding required trainings, use of property, and the cancelation policy. Signature: Date: Print Name:

Mail completed form to:

Girl Scouts of Wisconsin Southeast, P.O. Box 14999, Milwaukee WI 53214-0999