



YMCA Camp Abnaki Camper Travel Arrangements Form

Please complete and return this form to the camp office no later than June 1, 2015

INSTRUCTIONS:

Once you have made the travel arrangements for your son(s) to Burlington by plane, bus or to Essex Junction by train, fill out this form and return it to the camp office. When making travel arrangements, please try to have your son's plane/bus/train arrive between 10:00 a.m. and 2:00 p.m. for Sunday check-in, and between 9:00 a.m. and 12:00 p.m. for Saturday check-out. *We realize not all schedules will fit these times, but ask that you make arrangements for these times if at all possible.*

YMCA Camp Abnaki will send two staff members to pick up your son(s) at the designated time. Camp staff will notify you when your son has arrived safely at the airport, and again once he has arrived at camp (for check-in). For departure, staff will contact you once your son has been released to the travel company. If there are any delays during your son's travel, we will notify you of any alternate arrangements made, and ask that parents do the same before arrival.

Please check with your airline or travel company about any additional fees (such as luggage or unaccompanied minor fees) associated with your son's travel. Payment of any such fees is your responsibility.

It is camp policy that campers and staff wear seatbelts while in camp vehicles. For safety, we do not allow campers to ride in the front seat of camp vehicles. We ask that all passengers behave in a safe, respectful manner. If you have any questions, please contact the camp office at (802) 652-8180 (October-April) or (802) 372-9622 (May-September).

Camper Name: _____ Age: _____ Camp Session(s): _____

Adult Contact During Travel: _____ Relationship: _____

Contact Phone Number: _____ Alternate Phone Number: _____

Mode of Transportation: AIRPLANE BUS TRAIN Ticket Type: E-TICKET PAPER
(circle one) (circle one)

Is your son traveling with a cell phone? YES NO Phone Number: _____

Is your son traveling as an unaccompanied minor*? YES NO

**Please check your airline's policy regarding this status and any associated fees*

ARRIVAL SCHEDULE

DATE	AIRLINE/TRAVEL CO.	FLIGHT NUMBER**	ARRIVAL TIME	ARRIVING FROM

DEPARTURE SCHEDULE

DATE	AIRLINE/TRAVEL CO.	FLIGHT NUMBER**	DEPARTURE TIME	DEPARTING TO

****PLEASE BE SURE TO INCLUDE THE FLIGHT NUMBER FOR THE "BURLINGTON" LEG OF THE ITINERARY, IF THE SCHEDULE INCLUDES MULTIPLE FLIGHTS OR TRANSFERS**

Dear camp family,

Thank you for submitting the Travel Arrangements form. We look forward to having your son at camp this summer. Please look over the following information with your son prior to attending Camp Abnaki. Please submit the Travel Arrangement form to the camp office as soon as your travel plans have been made. We may have multiple campers to pick up and it is important for us to have your travel itinerary.

Pickup

1. We will always have two staff members picking up your son. We will call you at least 24 hours prior to pick up to confirm the name of the staff member(s) picking up and to confirm arrival details.
2. We will contact you via phone once we have your son in our care. If we do not get in touch with you we will leave a message.
3. It is about a 45 minute drive from the Burlington Airport to camp and a 1.5 hour drive from the Montreal airport. Once we arrive back at camp we will contact you again to let you know we have arrived safely.
4. If there are any changes to the itinerary please contact the camp office as soon as possible at 802-372-9622. If you do not get in touch with anyone please leave a message.
5. If there are any changes or emergencies on our end regarding pick up/drop off, we will contact you as soon as possible.
6. If a camper has been traveling a long distance, we may stop and buy them a meal.
7. Safety is our main concern while transporting campers. We are responsible to follow all camp safety rules and regulations while driving. The rules include but are not limited to:
 - Vehicles are not to be loaded beyond the passenger seating limits as established by the manufacturer.
 - All persons being transported in a camp vehicle are required to wear seatbelts.
 - Passengers are to remain seated while vehicle is in motion.
 - Campers are restricted from riding in the front seat of the vehicle.
 - Passengers are to refrain from distracting the driver from his or her task.
 - Vehicles should be kept free of clutter and objects/luggage should not block the doors.
8. If your son is travelling with a mobile phone, we will keep the phone in our safe during their stay at camp. Additional items such as passports can also be kept in the safe and returned upon check out.

Thanks again.

If you have any questions please do not hesitate to contact the camp office either by phone or e-mail.

Jon Kuypers
Camp Abnaki Director
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Summer 802 - 372-9622
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