

IF YOU ARE UNABLE TO RETURN ANY OF THESE 4 WEEKS PRIOR, SEND WHAT YOU CAN AND CALL BONNIE AT 603-539-3223 X 221.

CHECKLIST FOR COMPLETION OF CAMP FORMS

Please use this checklist to complete your child's registration packet for camp.

A \$50 fee will be charged for forms not returned fully completed at least four weeks prior to arrival at camp. If you have questions about any of the forms, please e-mail Bonnie in the Reservation Office - her e-mail address is bonnie@calumet.org

1. Camper Pick Up Form (due 4 weeks prior to camp session)

- Child's Name, Date Leaving Camp.
- Name of parent/guardian who my pick up child at camp or bus
- List at least two other people authorized to pick your child up at camp or bus stop.
- Sign your name on the line at the bottom of the list.
- Indicate where he/she will be picked up.

2. Letters to Counselors and Rules for Campers - (due 4 weeks prior to camp session)

- Parent/guardian signature and date.
- Camper signature and date.

3. Health Form (due 4 weeks prior to camp session)

Please use the checklist on the reverse side of this sheet..

4. Payment Page (due 4 weeks prior to camp session)

- Camper's name and Camp Dates.
- Bus info if applicable.
- Fees enclosed or Credit Card # and Expiration Date (Credit cards will be charged total amount due unless other amount is indicated)
- Camper information on the reverse side of form.

5. Souvenir Order Form (optional)

- Camper's name
- Date of camp session
- Quantity, size and cost of each item
- Total \$ enclosed

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The following are helpful guidelines for completing the Health Form. A \$50 fee will be charged for forms not completely filled out and returned to Calumet at least 4-weeks prior to arrival.

Please fill out form completely and then check these important places:

Page 1

- Completely filled out and emergency contacts listed.
- Copy of Insurance Card attached.

Page 2

- Signature required on bottom of page.

Page 3

- Completed Health History, including allergies and restrictions.

Page 4

- Completed "General Questions" and explained "yes" answers.
- Completed immunizations or provided copy of immunizations.
- Physician and Dentist/Orthodontist names and addresses listed.

Page 5

- Date of Health Exam is within 2 years of attendance at camp covering your camper's entire time at camp. (PLEASE make sure date of physical has been recorded).
- Licensed Medical Provider has completed the health care recommendations which include prescription medications to be administered at camp as well as over-the-counter medications not listed on page 2 including vitamins.
- Licensed Medical Personnel has signed and printed name within the last year. A generic form stating you child is cleared for camp/sports activities may be substituted for page 5. The generic substitution must be signed and dated within the last year.
- Address and Phone numbers of Health Provider are listed.

Page 6

- If needed - Epi Pens and Asthma Inhaler Permission Form completely filled out and signed by Parent and Licensed Medical Personnel (Parental signature allows camper to carry epi pen/inhaler, doctor's signature indicates camper can self-administer). This form is required by New Hampshire state law.

This page is provided for your assistance in completing all camp forms. Please keep it for your future reference. Thank you.