

## POLICIES FOR USE OF CIRCLE TEN COUNCIL CAMPS

*Please submit this form signed with your reservation request*

1. **OVERNIGHT CAMPING**
  - Available only to registered Cub Scouts, Boy Scouts and Venturers and qualified prospective members.
  - Tigers are restricted to daytime use only, except for Family Camping.
  - Out-of-council unit camping fee is \$5.00 per person.
2. **TWO DEEP LEADERSHIP**
  - It is **REQUIRED** that all registered adult volunteers hold a current Youth Protection Training certification.
  - All units must have two adult leaders in camp at all times.
  - Adult in-charge must be a BSA trained leader and at least 21 years of age; the assistant must be at least 18 years of age and it is recommended to have at least two trained leaders.
  - Co-ed Venturing crews must have two leaders at least 21 years of age, one of which must be a female, if the Crew has female youth (under 21) in camp.
3. **ARRIVAL - DEPARTURE**
  - Check-in and check-out with the Camp Ranger should be limited to two or three individuals.
  - Check-in and check-out are at the camp office.
  - Every unit must submit an updated copy of the Camping Activity Roster upon check-in.
  - Gates are open 7:00 a.m. to 10:00 p.m., Friday and Saturday. On Sunday 7:00 a.m. to 2:00 p.m. Gates are locked at all other times.
  - A copy of this document must be signed by the adult leader in-charge and presented to the Camp Ranger upon arrival.
  - If you need to cancel, please notify the Camp Ranger as well as the Circle Ten Council office in a timely manner.
4. **VEHICLES**
  - Vehicles will be allowed to the campsite for loading/unloading at site (weather permitting) and must immediately be returned to parking lot.
  - All motorized vehicles are restricted to parking lot.
  - Equipment trailers may be left in campsite.
  - Only vehicles with a state issued handicap tag will be allowed campsite access beyond loading and unloading.
5. **UNIT PROGRAM**
  - For a safe and successful camping trip, units should have a program planned in advance.
  - The buddy system must be used at all times.
  - Water containers are needed to transport water from a central location.
  - All campers must be in their campsite by 10:00 p.m. and lights out by 11:00 p.m.
6. **CAMP PROGRAM FACILITIES**
  - Rifle Range (N.R.A. Certified Instructor and Range Safety Officer required). For use of .22 caliber rifles: \$1.00 per 10 shots, payable at the close of your shooting day.
  - Shotgun Range (N.R.A. Certified Instructor and Range Safety Officer required). For use of 20 gauge shotguns or .50 caliber muzzleloaders: \$0.75 per shot (including clay target or black powder) payable at the close of your shooting day.
  - Archery Range or BB Gun Range (qualified adult Range Officer required). There is a \$10.00 fee for use of the equipment and must be paid at the council office at least 10 days before attending camp.
- Swimming (BSA Safe Swim Defense Protocol required and have approval of Camp Ranger). Pool may be reserved and the fee of \$5.00 per person is paid at the council office at least 10 days before going to camp. Exclusive use of the pool is not guaranteed.
- Canoes and Rowboats may be available through a separate reservation form. All watercraft must be used in accordance with BSA Safety Afloat Plan. Each boat occupant (youth and adult) must be classified as a swimmer and wear a personal flotation device at all times.

  7. **CAMP PROPERTY**
    - Ground fires may be restricted by property due to local conditions. Local authority recommendations are taken into consideration, but Camp Ranger will have final determination on fire ban status.
    - Camp only in assigned campsite.
    - If permitted, fires must be kept in designated areas and under constant adult supervision.
    - Keep campsite neat and clean.
    - No flames in tents.
    - Buildings and structures may not be used for cooking or sleeping.
    - All trash and garbage must be put in dumpster or taken with you.
  8. **CONSERVATION**
    - Protect wildflowers, trees, and wildlife.
    - Do not cut trees or use chainsaws without permission of the Camp Ranger.
    - The elements of Outdoor Ethics / Leave No Trace are practiced in all phases of your outdoor program.
    - Units are encouraged to complete a conservation project or service project while at camp.
  9. **INSURANCE**
    - Circle Ten Council carries supplemental accident and sickness insurance **ONLY** for non-LDS registered Circle Ten Council Cub Scouts, Boy Scouts, Venturers and registered adults. LDS Scouts are covered under an LDS policy. All others must provide their own insurance. Non-registered youth and adults are not covered.
  10. **DO NOT BRING**
    - Any alcoholic beverage or controlled substances.
    - Fireworks.
    - Dogs or pets of any kind; service animals will need credentials.
    - Firearms, ammunition, or archery equipment that is not authorized by the Council Camping Director.
    - Paintball or airsoft guns of any type.

**I have read these policies and agree to follow them. I will share them with all participants. I have read the Guide to Safe Scouting and our group will abide by its policies and procedures. Violation could result in my unit being asked to leave camp.**

\_\_\_\_\_

UNIT LEADER

\_\_\_\_\_

SENIOR PATROL LEADER / CREW PRESIDENT  
(If Applicable)

### FACILITY RESERVATION REQUEST (Please Print)

Reservations must be made through a Circle Ten Council Service Center in person, by mail, or by fax (214-902-6765) two (2) weeks prior to arrival. No reservations will be accepted on Fridays for the same weekend. For changes/cancellations, please contact circle10tp@bsaemail.org

\* All fees for facility rental are due at the time you submit this form. See attached fee schedule.

For reservation questions please contact Circle Ten Council Customer Service - circle10tp@bsaemail.org or call (214) 902-6769

Type of Unit	Unit #	District	Today's Date
--------------	--------	----------	--------------

Facility _____ Anticipated Youth _____ Arrival Date _____ Departure Date _____ # of days Requested _____ (Incl half days)	District Activity (if applicable) _____ Anticipated Adults _____ Arrival Time _____ Departure Time _____ # of nights requested _____
------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------

Contact leader \_\_\_\_\_

Check here if this person is attending the event

Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

e-mail \_\_\_\_\_

Street Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Second Adult \_\_\_\_\_

Check here if this person is attending the event

Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

e-mail \_\_\_\_\_

Street Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Campsites Requested	Facilities requested	day	a.m. or p.m.	fee

**There is no charge for Circle Ten Council units and districts to use campsites, campsite pavillions, activity fields, etc.**

Requestors Signature:	Date:	Balance due for Facilities <input style="width: 50px;" type="text"/>
Council Approval		updated 1-16

## FACILITY FEE SCHEDULE

All fees for facility rental are due at the time you submit this form unless otherwise noted.

**All non Circle Ten Council members will be charged \$5 per person/per day for use of campsites/pavilions/grounds.**

	Per Day	Per round
BB Guns	\$10.00	
Rifle (see note)		\$0.10
Shotgun (see note)		\$0.50
Archery	\$10.00	
Climbing tower +	\$150.00	

<b>Camp Wisdom</b>	Per Day	Per person
North Star (lodge)	\$25.00	
Activity Center*+	\$100.00	
Activity Center w/ heat*+	\$150.00	
Dining Hall+ (Cleaning Deposit \$500)	\$350.00	
Kitchen+	\$150.00	
Outdoor Grilling Area	\$100.00	
Dorm Room 1-12 (Sleeps 4)	\$25.00	
Meeting Room 1-3 (price each)	\$100.00	
Meeting Room 4-5 (Price each)	\$100.00	
Pool		\$5.00

<b>Camp James Ray</b>	Per Day	Per person
Dining Hall+ (Cleaning Deposit \$300)	\$250.00	
Kitchen+	\$150.00	
Living Center	\$50.00	
Activity Center	\$25.00	
Pool		\$5.00

<b>Office Use</b>	Per Day	
Harry Hines - Dallas Office	\$250	for outside groups
US Hwy 75 S - Fairview Office	\$250	for outside groups

<b>Clements Scout Ranch</b>	Per Day	Per person
Horses (form req'd)		\$25.00
Dining Hall+ (Cleaning Deposit \$300)	\$200.00	
Kitchen+	\$150.00	
HQ/Conference Center	\$100.00	
Living Center 1	\$50.00	
Living Center 2	\$50.00	
Living Center 3	\$50.00	
Living Center 4	\$50.00	
Staff Cabin 1	\$50.00	
Staff Cabin 2	\$50.00	
New Staff Cabins (10 - price each)	\$75.00	
New Staff Cabin Lounge	\$75.00	
Fish Cabin (Meisenbach)	\$35.00	
Pool		\$5.00
Training Lodge	\$100.00	

<b>Camp Constantin</b>	Per Day	Per person
Sturgis Cabin A	\$50.00	
Sturgis Cabin B	\$50.00	
Sturgis Cabin C	\$50.00	
Sturgis Cabin D	\$50.00	
Rock House	\$100.00	
Dining Hall+ (Cleaning Deposit \$500)	\$450.00	
Kitchen+	\$150.00	
Scoutmasters' Lounge	\$100.00	
Staff Cabins	\$10.00	
Sound for Chapel/Amphitheatre	\$50.00	
Training Room	\$100.00	

- \* Indicates building has heat, but no air conditioning
- + Indicates half day pricing available (half of price listed)

NOTE ON RIFLE & SHOTGUN: Price listed is for each round fired, to be paid to the ranger at the close of your session.

Please be prepared to provide proof of payment at check in when you arrive on camp.

Bath houses are not available from November 30 to March 1.

**Dining Hall will require a cleaning deposit of \$300-\$500, to be paid to the Camp Ranger at time of check-in. Deposit will be refunded at check-out with verification from Camp Ranger that facilities were clean, undamaged and all equipment is inventoried.**

If you are unable to keep your reservation, please let the Camp Ranger know:

**Jack D. Furst Aquatic Base at Camp Constantin** - 903-875-5172; **Camp James Ray** - 903-786-2591

**Camp Wisdom** - 972-298-3177; **Trevor Rees-Jones Scout Camp and Camp Meisenbach at Clements Scout Ranch** - 903-675-3781

**All Circle Ten Council properties are alcohol free.**

### Facility Refund Policy

All fees are transferable to an alternate date.

Fees are refundable if request is made to a Circle Ten Council Scouting Center more than two (2) weeks before the event, less a 10% (minimum of \$5) administrative charge.

50% refund due if cancellation occurs less than two (2) weeks before the event.

No refunds for cancellations received on or after your scheduled arrival day.

All refund requests must be submitted in writing or by e-mail to:

Accounting - Refund Requests go to [Lynette.Hendricks@Scouting.org](mailto:Lynette.Hendricks@Scouting.org)  
8605 Harry Hines, Dallas TX 75235

## AUTHORIZATION TO CHARGE CREDIT CARD

I authorize Circle Ten Council Boy Scouts to charge my \_\_\_\_\_ card  
(Visa/MC/Disc/Amex)

in the amount of \$ \_\_\_\_\_ for \_\_\_\_\_  
(Event Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Card #

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Address

\_\_\_\_\_  
Daytime Phone

**Thank you for supporting Scouting!**

Return either by fax to: 214/902-6765 or by email.

---