

# Registration Material

## Boy Scouts & Venturers

### 2010 Kia Kima Scout Reservation

## Helpful Hints

This registration packet contains all the forms you will need to complete the registration process for your unit at summer camp. It also has some important helpful hints about the registration process.

If you have questions, first consult the Leader's Guide, which contains more detailed information about camp and the programs offered. If that doesn't provide enough of an answer, contact the Reservation Director, Mr. Jeremy Palazolo, at the Chickasaw Council Service Center (901) 327-4193 ext. 278.

### About this packet

There are four steps to the registration process. The directions in this packet will guide you through each step and the forms that are required. You will notice that the form numbers correspond with the numbers of each step. For example KKSR 2 (both Part A and Part B) should be completed in step 2. **For your convenience, the forms in this packet are in reverse order so you can pull the next form you need off the back without disassembling the entire packet.**

### Making Changes

You may add additional Scouts at any time by placing an additional deposit at the due date. In some instances, your campsite choice may be affected by the number of leaders and Scouts you bring. Consult the leader's guide for maximum capacities. If you think you will be affected, please contact the Reservation Director.

Phone: (901)327-4193

Fax: (901)327-2010

**1** Campsite Reservations - Before starting the registration process, a unit must have a campsite reservation. A deposit of \$100 is required to reserve a campsite for your unit. This is done by submitting an *Application for Summer Camp (KKSR 1)*. If you submitted KKSR 1, make certain that you received confirmation for your reservation. If you are uncertain about your campsite reservation feel free to contact the Reservation Director

**2** The actual first step in the registration process is a unit count which indicates the number of Scouts from your unit attending camp. Complete *Unit Count Form (KKSR 2A)* and return it, with a payment of \$40 per scout, to the Chickasaw Council Service Center by March 31. Scouts can be added to the count, after this form is submitted, only with the approval of the Camp Director and providing space is available in camp.

**Session Registration** - This step registers Scouts for Sessions. Once your \$40 per boy payment is received along with Form KKSR 2A, you will be emailed a username and password that will allow you access to our online registration system. **You may then register your Scouts for sessions. Remember this is first come-first serve. Some sessions fill quickly.**

**Here are some hints to help make your registration easy and trouble free.**

- 1) Make copies of each form for your records, bring them with you to camp. You may never need them, but if something were to get misplaced, a backup copy of key information will save a lot of time and possible hurt feelings.
- 2) Take note of the due dates for each step and send all materials on time.
- 3) Mail your registration materials to the right address. The address changes depending on when you send the materials.
- 4) If possible, complete your swimchecks before camp. This will help greatly with check-in. Most can be completed at local pools or YMCA's. Please consult the guides to safe Scouting for the requirements.
- 5) If you have questions call the Chickasaw Council at (901) 327-4193 ext. 277 or the camp office (870) 257-4935 after May 25th.

**3** The second deposit of \$100 per Scout is due with this form. T-shirt sizes are also due at this time. Please enter your t-shirt sizes on KKSR 3 or online and return to the Scout office by May 14th.

**4** Final Financial Form - The final payment includes the balance of all fees. This may be paid at check-in after arriving at camp on Sunday or you may send it to camp before you arrive. If the payment is mailed to camp, be certain to allow plenty of time for it to arrive. *Final Financial Form (KKSR 4)* is a tool to assist you in figuring your payments. Once you arrive at camp, our administrative staff will work with you to balance your account. All balances must be paid upon arrival.

**5** The registration process is completed when you check in on Sunday after arriving at camp. Give your swim check form to your troop guide.



# Final Financial Form

**KKSR**  
**4**

All financial transactions for your unit are recorded below to find the amount due at check-in. This form may be mailed with accompanying payment prior to check-in; however do not mail this form or payment less than two weeks before your arrival at Kia Kima. This form should be completed after final head counts and session selections are made. This form should not be submitted without accompanying payment.

Week in Camp \_\_\_\_\_ Council \_\_\_\_\_ Unit \_\_\_\_\_

**Summary of Fees**

**Camp Fees**

In-Council Scouts at camp with unit \_\_\_\_\_ Scouts X \$205= \_\_\_\_\_  
 Out-of-Council Scouts at camp with unit \_\_\_\_\_ Scouts X \$220= \_\_\_\_\_

**Leader's Fees**

Total Leader Space \_\_\_\_\_ X \$110 per leader = \_\_\_\_\_

**Special Program Fees**

Program Fee: Space Exploration \_\_\_\_\_ Participants X \$10 = \_\_\_\_\_  
 COPE \_\_\_\_\_ Participants X \$20 = \_\_\_\_\_  
 Ozark Ultimate Trek \_\_\_\_\_ Participants X \$50 = \_\_\_\_\_  
 Lake Ouchita Summer Trek \_\_\_\_\_ Participants X \$50 = \_\_\_\_\_  
 High Ozark Mt. Expedition \_\_\_\_\_ Participants X \$50 = \_\_\_\_\_  
 Mountain Man Rendevous \_\_\_\_\_ Participants X \$30 = \_\_\_\_\_  
 Shotgun Shooting \_\_\_\_\_ Participants X \$30 = \_\_\_\_\_  
 Whitewater \_\_\_\_\_ Participants X \$25 = \_\_\_\_\_  
 Golf \_\_\_\_\_ Participants X \$20 = \_\_\_\_\_  
 Unit Photos \_\_\_\_\_ Participants X \$5 = \_\_\_\_\_

**Total Program Fees = \_\_\_\_\_**

**Campsite Deposit 2011 - All reservations may be rolled over to 2011 by placing a \$100 deposit with the camp office before your departure from camp**

**Total Fees \_\_\_\_\_**

Leader's Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Leader's email \_\_\_\_\_

**Total Credit = \_\_\_\_\_**

**Remaining Balance \_\_\_\_\_**

**Balance Due**

Subtract the Total Credits from the Total Fees box and enter the result in box. **Total Due \$ \_\_\_\_\_**

Due Date  
May 14

# Registration Form

**KKSR**  
**3**

Please submit this form with T-shirt sizes listed below.  
Sizes are listed below also. This form should not be  
submitted without payment.

**Return to:**  
Reservation Director  
Chickasaw Council, BSA  
171 South Hollywood St.  
Memphis, TN 38112

Week in Camp \_\_\_\_\_ Council \_\_\_\_\_ Unit \_\_\_\_\_

We plan on bringing \_\_\_\_\_ male leaders.

We plan on bringing \_\_\_\_\_ female leaders.

Our unit requires a total of \_\_\_\_\_ leader spaces.

The total number of leader-spaces required indicates a maximum number of unit leaders at camp at any one time. The fee for leaders is based on this number. For more information about leaders fees, refer to the *Leader's Guide*.

We plan on bringing \_\_\_\_\_ Scouts X \$100 \_\_\_\_\_

On *KKSR 1*, we paid for \_\_\_\_\_ Scouts X \$40 \_\_\_\_\_

A total of \$100 per Scout is due with this registration form. Having already paid \$40 per Scout with the Unit Count Form (*KKSR 1*), only \$65 per Scout remains for In-Council units and only \$80 remains for Out-Of-Council units. **A \$40 fee will be assessed for no-shows registered after this payment. The \$40 fee is transferable to other Scouts but not refundable for no shows.**

I have attached check # \_\_\_\_\_ dated \_\_\_\_\_ for \$ \_\_\_\_\_

Please enter T-shirt numbers below. Enter the total of each size needed. T-shirt numbers should reflect the total number of registered participants including adults that you have registered on this form. Sizes reflected below range from Adult Small to Adult 3X. If you have entered your T-shirts online please write "entered online" below. **Please enter T-shirt sizes in one location, either online or on this form, but not both!**

A-S	A-M	A-L	A-XL	A-2X	A-3X

### Attach Check

This form should not be submitted without an accompanying check made payable to the Chickasaw Council.



**Due Date**  
March 31

# Registration Form

The Unit Count Form indicates the number of Scouts that you plan to bring to camp from your unit. Scouts may be added to the count at a later time, pending available space and permission from the Reservation Director. Return this completed form with a payment of \$40 per Scout. This form should not be sent without accompanying payment. This fee is transferable but not refundable. Once this form is received, you will be granted access to the online merit badge and activities registration system. Registration will begin on March 31st.

Council \_\_\_\_\_

Unit \_\_\_\_\_

Please circle your week in camp:

Week 1     June 13 - 19  
Week 2     June 20 - 26  
Week 3     June 27 - July 3

Week 4     July 4 - 10  
Week 5     July 11 - 17

Troop Contact \_\_\_\_\_

Second Contact \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

E-Mail \_\_\_\_\_

We plan to bring \_\_\_\_\_ Scouts X \$40 = \_\_\_\_\_

I have attached check # \_\_\_\_\_ dated \_\_\_\_\_ for \$ \_\_\_\_\_

**Attach Check**

This form should not be submitted without an accompanying check made payable to the Chickasaw Council.

# Kia Kima Scout Reservation

## 2010 Summer Camp Application

KKSR

1

Included is our \$100 initial deposit to reserve a campsite. A **non-refundable but transferable** reservation fee of \$40 per boy will be due by March 31st. An additional \$100 per boy will be due on May 14th. The initial \$100 deposit can be applied to "per boy" reservations. Troops that fail to meet the above deadline can lose their campsite priority. The remainder of the camp fees will be due at Summer Camp check-in. Deposits not withdrawn by January 1st will be forfeited.

The Leaders Registration fee is \$110. If your unit brings a minimum of 5 Scouts, two leaders may attend at no cost. Additional leaders may attend free based on the following ratio: (Free Leader spots will not be credited until Summer Camp Check-in)

24 Scouts = 3 adults

32 Scouts = 4 adults

40+ Scouts = 5 adults

Troop \_\_\_\_\_ District \_\_\_\_\_ Council \_\_\_\_\_

Date of Reservation \_\_\_\_\_ to \_\_\_\_\_  
(Month) (Day) (Year) (Month) (Day) (Year)

Campsite Request: 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_

Estimated number attending: Youth \_\_\_\_\_ Adults \_\_\_\_\_

### Fee Schedule

Adults \$110.00

Youth \$205.00 (in Council)

\$220.00 (out-of-Council)

### Camp Schedule

Week 1 June 13 - 19

Week 4 July 4 - 10

Week 2 June 20 - 26

Week 5 July 11 - 17

Week 3 June 27 - July 3

**Please complete the information below before returning this form to the Council Office!**  
**You will then receive updates to the program via email if provided.**

Name of person in charge: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

(please print clearly in order to receive updates)