

CHECK LIST:

- [] Note the payment dates and mark them on your calendar. Send your payments to the Buffalo Trail Council, 1101 W. Texas, Midland, TX 79701, and (432) 570-7601.
- [] Review summer camp plans with your Troop Committee and set a date for a parents' information meeting as early as possible.
- [] **HOLD A PARENTS' NIGHT.** An extremely important function of your planning is informing parents of summer camp plans. It also serves to convince those parents who are not sure about letting their boys go, particularly new Scouts. Use your ORDER OF THE ARROW promotion team.
- [] Arrange leadership for your troop. **Send all Adult Leader Applications to BTRR Registration Office in the month of May. Camp rules require that there be TWO ADULT LEADERS (One must be 21 years or older, the other 18 years or older) WITH THE TROOP 24 HOURS A DAY.**
- [] With the aid of your Troop Leaders' Council, work out definite goals to be accomplished by your troop while in camp. Determine what each Scout should accomplish. Plan your troop program in detail, using the "Troop Program Planning Sheet".
- [] Discuss personal equipment with your Scouts and make a list of personal gear needed. Have your Patrol Leaders check with patrol members to be sure all equipment is ready. Give attention to troop and patrol equipment.
- [] Check your patrol organization, considering the Scouts who will be attending camp. Some rearranging of patrols may be necessary. Select a Senior Patrol Leader and Quartermaster if these two boys cannot attend.
- [] **A MEDICAL EXAMINATION IS REQUIRED FOR ALL SCOUTS AND SCOUTERS ATTENDING CAMP. A BSA HIGH ADVENTURE FORM MUST BE USED FOR ALL PARTICIPANTS IN ALL HIGH ADVENTURE AND CLIMBING PROGRAMS AND BY ALL ADULTS OVER THE AGE OF 40. THE NEW BSA PHYSICAL FORM IS PREFERRED FOR ALL PHYSICALS AND BECAME MANDATORY FOR ALL IN 2010.**
- [] Collect from each camper all monies for fees. Collect medical forms and make 2 copies, one for the camper, one for camp, and the original for the Scoutmaster or Troop files.
- [] Ensure all adults and youth pre-register for all classes and merit badges to be taken at camp.
- [] Complete online merit badge pre-registration process. (Begins two weeks before your arrival)
- [] Make final arrangements for safe transportation of your boys to camp.
- [] *Fill out your "Tour Permit" and send it to your Council office EARLY enough to receive it before leaving.*
- [] Request a copy of your troop roster from your council office. This is the ONLY official roster validating membership in the BSA.
- [] Obtain Order of the Arrow unit election report and permission for callout letter from your Lodge.
- [] Get a copy of your troop's accident insurance policy and forms necessary in case of an accident or illness. **YOU NEED TO BE FAMILIAR WITH THE FORM AND HOW IT IS TO BE FILLED OUT.**

REGISTRATION CHECK LIST

Bring these items to the camp office on Sunday

- ☞ Tour Permit
- ☞ Proof of Insurance – Troop
- ☞ Proof of Insurance – Individual (Family), should be noted on physicals.
- ☞ Official BSA Troop Roster (Printed from local council office ONLY)
- ☞ TDH Application & documentation for ALL Adults
- ☞ Troop Health Forms
- ☞ Merit Badge Pre-Registration Confirmation
- ☞ Order of the Arrow callout permission letter
- ☞ Final Payment



EQUIPMENT

INDIVIDUAL EQUIPMENT

- Completed Medical Form
- Cap or Hat (A must)*
- Sunscreen*
- Canteen or Water Bottle (A must)*
- Toothpaste and toothbrush*
- Soap & Shampoo*
- Toilet articles*
- Towel
- Scout Uniform
- T-shirts*
- Socks*
- Shorts or pants
- Belt*
- Shoes or good hiking boots
- Underwear
- Swim suit
- Pajamas
- Bedroll or blankets
- Pillow
- Cot (The ground is very rocky)
- Flashlight with batteries*
- Mess kit with utensils
- Cup*
- Scout knife or pocket knife*
- Work gloves for project
- Spending money
- Backpack or day pack for day hikes
- Footlocker or duffle bag w/lock

- Poncho or rain suit*
- Merit Badge supplies and work completed
- Aquatic Merit Badge essentials*
- Boy Scout Handbook*
- Long-sleeved shirt and long pants
- Folding camp chair

*Indicates item is available in Jersey Lilly Trading Post

TROOP EQUIPMENT

- Troop Flag and U.S. Flag
- Tents, ropes, heavy tent spikes. (Or you may rent camp tents to save trailer space.)
- Troop library books: Scout Song Book, Scout Handbooks, Merit Badge pamphlets
- Troop Record Book (for recording advancement and other Scout records)
- Clothing marker pen
- Assorted hand tools for campsite/Troop use (Especially mini-sledge hammers for tent stakes!)
- Cooking Stoves (Optional for cooking Thursday supper and

Friday breakfast. Troops may request charcoal.)

- Chuck Boxes with cooking gear (Full cooking supplies not necessary, meals can be done as foil "Silver Turtles")
- Dutch oven for cobbler cook-off (May be checked out from Quartermaster)
- Secret ingredients for cobbler cook-off (basic supplies will be provided: cake & filling)
- Water cooler
- First Aid Kit
- Your best troop spirit and enthusiasm. A skit for Wednesday!

PATROL EQUIPMENT

- Patrol flags
- Progress records for each Scout
- Patrol and troop leadership handbook
- Patrol Log Book (keep the log going each year)
- Overnight hike equipment (individual mess gear, canteen, etc.)
- First aid kit
- Compass
- Your best patrol spirit and enthusiasm

SUGGESTED ITEMS FOR UNIT LEADER

- Camp Leader's Guide
- Complete roster of all Scouts and leaders. Address and phone numbers of parents on vacation!
- Stapler and thumbtacks for bulletin board
- Folding chair and table
- The Scoutmaster Handbook
- Advancement objectives
- Troop program ideas and reference materials
- Skill training equipment
- COPIES OF MEDICAL RECORD AND EVALUATION FORMS FOR EACH SCOUT AND LEADER (THE FORMS MUST BE COMPLETED AND SIGNED BY A PHYSICIAN AND THE MEDICAL RECORD SIDE MUST BE COMPLETED AND SIGNED BY PARENT OR GUARDIAN).
- THE CAMP MUST ALSO HAVE A COPY OF ALL PERSONAL/FAMILY INSURANCE CARDS ATTACHED TO THE PHYSICAL FORM.

OPTIONAL INDIVIDUAL EQUIPMENT

- Writing materials*
- Field glasses*
- Small, metal mirror*
- Ground cloth
- Musical instrument
- Camera and film*
- Sewing kit*
- Bible or prayer book
- Watch*
- Team Spirit HAT (For Team Spirit hat day!)
- Snorkel gear* (if participating in program)

