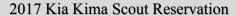
Registration Materials

Boy Scouts and Venturers





This registration packet contains all of the forms you will need to complete the registration process for your unit at summer camp. It also contains some helpful hints to make registration as simple as possible.

If you have any questions, please consult the 2017 Leaders Guide first; it contains more detailed information about camp and the programs offered. If any questions persist, please contact Reservation Director, Jeremy Palazolo, at the Chickasaw Council Service Center, at 901-327-4193, ext. 278, or, for a quick response, by email, at jeremy.palazolo@scouting.org.

About this packet

There are four steps in 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 3* should be completed in step 3. For your convenience, the forms in this packet are in reverse order so you can pull the next form you need from the back without disassembling the entire packet.

Making Changes

You may add additional Scouts at any time by placing an additional deposit per Scout before the next form's due date, provided that camping space is available. In some instances, your campsite choice may be affected by the number of leaders and Scouts you bring. Consult the *Leaders Guide* for recommended campsite capacities. If you have any questions or concerns in this process, please contact the Reservation Director, whose contact information appears in the *Helpful Hints* section.

The first step is to secure a reservation. A deposit of \$100.00 is required to reserve a campsite for your unit. This is done by submitting the *KKSR 1* form. If you have already submitted *KKSR 1*, make certain that you receive confirmation for your reservation. If you are uncertain about your campsite reservation, feel free to contact the Reservation Director.

The second step in the registration process is a unit count, which indicates the number of Scouts attending camp from your unit. Complete the *Unit Count Form, KKSR 2A*, and return it, with a payment of \$45.00 per Scout, to the Chickasaw Council Service Center by March 31. Scouts can be added to the count after this form is submitted, with the approval of the Reservation Director and provided space is available in camp.

Session Registration – This step registers Scouts for sessions. In early April, after your \$45.00 per Scout payment is received along with form *KKSR 2A*, you will be emailed a username and password that will allow you to access the online registration system, Doubleknot. The online registration process will not be available until after April 15. Registration is first-come, first-served and some sessions fill quickly! (*KKSR 2B* should only be used by units without internet access.)

Helpful Hints

Here are some hints to help make your registration easy and trouble-free!

- 1. Make copies of each form for your records and bring them with you to camp. You may never need them, but a backup copy of key information is good to have!
- 2. Take note of the due dates for each step and send all materials on time.
- 3. Mail your registration materials to the correct address. The address changes depending on when you send the materials. The addresses are available in the *Leaders Guide*.
- 4. If possible, complete your swim checks before camp. This will help check-in go quickly. Many times, these checks can be completed at local pools or YMCAs. Please consult the *Guide to Safe Scouting* for the requirements.
- 5. If you have questions, contact the Chickasaw Council office at (901) 327-4193, ext. 278, or the camp office at (870) 257-4935 after May 26. Questions can be emailed at any time to jeremy.palazolo@scouting.org.

www.kiakima.net

The second deposit of \$100.00 per Scout is due with *KKSR 3*. T-shirt sizes are also due at this time. Please enter shirt sizes online or on this form (but not on both). This form is due at the council office by May 20.

Final Financial Form – The final payment includes the balance of all camp fees. This may be paid at check-in after arriving at camp on Sunday or it can be sent to camp before you arrive. If the payment is mailed to camp, be certain to allow plenty of time for it to arrive. The *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 on arrival.

The registration process is completed during check-in on Sunday after arriving at camp. Give your *Swim Check Form* (if completed before camp) to your camp guide.

Swim Check Form (Optional)

If your unit completes swim checks prior to camp, use this form to record the swimming ability level of each Scout checked. Please give this form to your camp guide at check-in. You may refer to the *Guide to Safe Scouting* for the swimming requirements.

eek at camp: C	ouncil:		Unit:					
Scout's Name	Leader?	Non-swimmer	Beginner	Swimmer				
it Leader Certification	1		Date					
eguard Signature								
feguard Certification and D								

Due Date: 2 weeks before/at camp

Final Financial Form

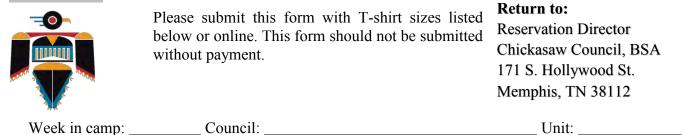


A summary of all fees and payments is recorded below to find the amount due at check-in. This form may be mailed with accompanying payment prior to check-in; however, <u>do not</u> mail this form or payment less than two weeks before your arrival at Kia Kima. This form should be completed after final head counts and session selections are made. This form should not be submitted without an accompanying payment.

Week in camp:	Council:		Unit:
Summary of Fees Camp Fees In-council Sc Out-of-counce Leader Fees Total Leader Special Prog	souts: cil Scouts: Spaces:	Scouts x \$250.00 = Scouts x \$265.00 = Leaders x \$110.00 = participants x \$10.00 = participants x \$10.00 = participants x \$20.00 =	
Other Add-0		participants x \$30.00 = participants x \$30.00 = participants x \$25.00 = participants x \$25.00 = participants x \$30.00 = participants x \$50.00 =	
	Scoutmaster Specifics NRA Range Safety Officer Add-on programs 2018 Deposit (reserv	participants x \$10.00 = participants x \$30.00 = participants x= Total Camper/Program Fees vation can be made separately)	=
Address:	State: Zip:	Total Credits = Total due =	= <u> </u>
Phone:			

Due Date: May 15

Registration Form



Please submit this form with T-shirt sizes listed below or online. This form should not be submitted without payment.

Return to:

Reservation Director Chickasaw Council, BSA 171 S. Hollywood St. Memphis, TN 38112

	We plan	to bring		mal	e leaders.				
	We plan	to bring		fem	ale 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 example, if two leaders are splitting the week, it is only necessary to pay for one spot). For more information about leader fees, refer to the <i>Leaders Guide</i> (free leaders will not be applied until check-in on arrival at camp).									
	We plan	to bring		Sco	uts x \$100 depo	sit =	_		
	On KKS	R 2A, we paid for		Sco	uts x \$45 deposi	it =	_		
	Deposits for Scouts not listed on KKSR 2A Scouts x \$45 deposit =								
A total of \$100 per Scout is due with this registration form. Having paid \$45 per Scout with the <i>Unit Count Form, KKSR 2A</i> , \$105.00 remains for in-council Scouts or \$120.00 for out-of-council Scouts. Initial deposits are transferrable, but not refundable.									
	Check #, dated, for \$ is attached.								
Please enter T-shirt numbers online or on the chart 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. If your unit has entered T-shirt information online, please write "entered online" below; please enter T-shirt sizes in one location, either online or on this form, not both!									
	Adult Small	Adult Medium	Adult Large	Adult XL	Adult 2XL	Adult 3XL			
Primary	y leader's name:				Attach Ch				
	This form should <u>not</u> be submitted without an accompanying check made payable to the Chickasaw								
Email:					Council, B	SA.			

KKSR 2B

Week in camp:

Session Registration Form

(for units without internet access only)

This form is to be completed for those units that do not have access to the internet and the online registration system, Doubleknot. It is highly recommended that each unit utilize the online registration system. Please contact the Reservation Director with any questions or concerns about this process.

Troop: _____

Circle one: Osage / Cherokee

Scout Name	9:00 am	10:00 am	11:00 am	2:00 pm	3:00 pm	4:00 pm

Only use this form if your unit does not have internet access; please copy as needed.

Unit Count Form

The *Unit Count Form* indicates the number of Scouts that your unit plans to bring to camp. 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 \$45 per Scout. This form should not be sent without accompanying payment. This fee is transferable, but not refundable. This form must be received for your unit to be granted access to the online merit badge and activities registration system. **Registration will begin after April 15 and all unit leaders will receive detailed communication prior to the online launch.**

Council:	Unit:
	Please circle your week in camp:
Week 1: June 11-17 Week 2: June 18-24 Week 3: June 25-July	Week 4: July 2-8 Week 5: July 9-15
Troop ContactAddress	
Home phone Cell/work phone Email	Cell/work phone
Our unit plans to bring	Scouts x \$45 =
Estimated number of adult le	aders attending:
Check #	_, dated, for <u>\$</u> is attached.
Attach Check	

This form should <u>not</u> be submitted without an accompanying check made payable to Chickasaw Council, BSA. Please mail completed forms and payments to: KKSR Reservation Director

171 S. Hollywood St. Memphis, TN 38112



Kia Kima Scout Reservation 2017 Summer Camp Application/Reservation Form

Today's Date:/ /	_							
Included is our \$100 deposit to reserve beer boy will be due by March 31. A can be applied to "per boy" reserve priority. The remainder of the camp fanuary 1 will be forfeited.	n additi tions. T	ional \$100 per roops that do 1	boy wil not meet	l be due the abo	on May ve dead	y 15. The in	nitial \$ se their	100 deposit campsite
The leader registration fee is \$110. no cost. Additional leaders may attempted the credited until Summer Camp):	-	_			` '			•
24 Scouts = 3 Adults		32 Scouts =	4 Adults	5		40+ Scou	ts = 5	Adults
Γroop Distri	ict		Council					
Date of Reservation/	/	to	/	/	[Osage	OR	Cherokee
Campsite Request: 1st:		2 nd			3 rd			
Estimated number attend	ling:	Youth			Ac	dults		<u> </u>
		Fee Sch	edule					
Adults - \$110.00	You	uth - \$250.00 (in-Cour	ncil)	\$26	5.00 (out-c	f-Cour	ncil)
		Camp Sc	hedule	2				
Week 1: June 11-17 Week 2: June 18-24 Week 3: June 25-Jul					4: July 5: July			
Please complete the infor Please provide an en				_				fice!
Name of person in c	harge: _							
Address:								
City, State, Zip:								
Cell Phone:								
Email:								
		Please print	t clearly	!				