

**Revolutionary Trails Council, Boy Scouts of America**  
**1401 Genesee Street**  
**Utica, NY 13501**

**PHONE: (315) 735-4437**  
**FAX: (315) 735-9184**

**CAMP USE / RENTAL APPLICATION FORM**

**INSTRUCTIONS:**  
**Complete this Application and Return it to the Council Office with Your Full Payment of the Facility Fee at least two (2) weeks prior to arrival date.**

Unit/Organization \_\_\_\_\_  
 District/Council \_\_\_\_\_  
 Type of Event \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Time: \_\_\_\_\_ Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_  
**(Prior Approval must be obtained from the Ranger to arrive prior to 6 pm on Friday or to stay later than 11am on Sunday)**

Attending: Boys: \_\_\_\_\_ Girls: \_\_\_\_\_ Male Leaders/Adults: \_\_\_\_\_ Female Leaders/Adults: \_\_\_\_\_

Primary Adult in Attendance: Name \_\_\_\_\_ Position: \_\_\_\_\_  
 Address \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 City/State \_\_\_\_\_ Work Phone: \_\_\_\_\_

Camp Kingsley			Camp Russell			Cedarlands		
Tent Sites	Cap.	Requested	Tent Sites	Cap.	Requested	Tent Sites	Cap.	Requested
Algonquin	24		Baden-Powell			Algonquin	42	
Cayuga	24		Beard	46		Apache	36	
Iroquois	24		Seaton	40		Cayuga	40	
Jamboree	24		West	36		Mohawk	20	
Onondaga	24		Goodman	34		Oneida	32	
Tuscarora	24		DeVito	24		Seminole	40	
<b>Leanto Sites</b>			Stone	48		Seneca	24	
Ranger (4)	24		Family Camp	30		Sioux	28	
Seneca (5)	30		<b>Leanto Sites</b>			Ute	18	
Oneida (8)	48		Hillcourt (5)	30		<b>Leantos</b>		
<b>Lodges</b>			Consevation	6		Big Brook	12	
Evans	18		<b>Lodges</b>			Fishing	6	
Harden	18		Winter Lodge	18		<b>Lodges</b>		
Cayuga Kitchen	12		Health Lodge	21		Alder Creek	16	
Apache A-frame	4		SM Lounge	14		Health Lodge	4	
Pawnee A-frame	4		Program Bldg	20		Bunk House	14	
Sioux A-frame	4		Trapper's Cabin	10		Super's House	5	
Health Lodge	4		<b>Pavilions</b>					
Trading Post			Craft Area	32				
<b>Pavilion</b>	72		Conservation	20				
<b>Dining Hall</b>	200		1st Year Area	32				
			Archery range	32				
			<b>Dining Hall</b>	200				

Fee Paid: \$ \_\_\_\_\_ By Check # \_\_\_\_\_ Unit Acc't \_\_\_\_\_ Credit Card \_\_\_\_\_ Receipt # \_\_\_\_\_

**I certify that I am aware of the Boy Scouts of America's current two-deep leadership policy and will have approval of our chartered partner for all leaders participating in this outing. I have read and agree to all the camp rules and regulations and agree to follow them. Fees are not refundable, but may be transferred to another date or facility with notice 2 weeks prior to arrival.**

SIGNATURE of Primary Adult: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Receipt # \_\_\_\_\_; Sent to Ranger on: \_\_\_\_\_; Permit set to Customer on: \_\_\_\_\_

SHORT TERM CAMPING UNIT ROSTER

**THIS ROSTER MUST BE SUBMITTED TO THE CAMP RANGER OR HIS DESIGNEE UPON ARRIVAL AT CAMP**

**Unit/Organization** \_\_\_\_\_ **Dates In Camp** \_\_\_\_\_

**ADULTS IN CAMP** {At least one adult leader must be have current Youth Protection Training and Hazard Weather Training.}

(Write additional leaders should be listed on back)

- (21+) 1. \_\_\_\_\_ Phone: \_\_\_\_\_
- (18+) 2. \_\_\_\_\_ Phone: \_\_\_\_\_
- (18+) 3. \_\_\_\_\_ Phone: \_\_\_\_\_

**YOUTH MEMBERS ATTENDING**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_
- 16. \_\_\_\_\_
- 17. \_\_\_\_\_
- 18. \_\_\_\_\_
- 19. \_\_\_\_\_
- 20. \_\_\_\_\_

NOTE: This roster is required for all units who attend short term camping at Revolutionary Trails Council camps.

**The youth members and adult leaders listed on this page were in attendance at weekend camp. I have READ AND AGREE TO THE CAMP RULES AND REGULATIONS. I understand that a minimum of two adult leaders is required for all outings and at least one of these leaders must be 21 years of age.**

Adult Leader's Signature \_\_\_\_\_ Date \_\_\_\_\_

**THIS ROSTER MUST BE SUBMITTED TO THE CAMP OFFICE UPON ARRIVAL**

**REVOLUTIONARY TRAILS COUNCIL, BSA  
CAMP USE RULES AND REGULATIONS  
(Read appropriate rules to all attendees upon arrival)**

1. All camp usage reservations must be made through the Revolutionary Trails Council Office in Utica, N.Y. Reservations will not be taken without payment in full. For non-Scout groups, a certificate of insurance showing RTC as a co-insured for a minimum of \$2 million will also be required.
2. Submit a Camp Use Application Form to the Council Office in Utica; with the appropriate fees and proof of insurance, when required, a minimum of two weeks prior to your arrival.
3. A copy of the Camp Use Application Form will be forwarded to the Ranger/Campmaster prior to your arrival. You should bring your copy as proof of payment.
4. If your outing is cancelled for any reason, contact the Ranger (315-392-3213) and the Council Office (315-735-4437) immediately. If cancelled 2 weeks or more prior to arrival, your prepaid fees are transferable to another date or camp, schedule permitting. If cancelled less than 2 weeks from your scheduled time at camp, payment is non-refundable.
5. **ARRIVAL AT CAMP:** Please do not arrive earlier than expected. You **MUST** check in with the Ranger or Campmaster **PRIOR** to going to the campsite or cabin. All fees are based on a weekend period, from Friday evening at 6:00 pm to Sunday noon. The Ranger, Caretaker or Campmaster in charge of the camp you will be attending **must** approve any arrivals or departures outside of this 'weekend' period prior to your arrival. There will be no exceptions!!
6. **LEADERSHIP FOR TROOPS and CREWS:** A minimum of two adult leaders per the first eight youth and one leader for each additional eight youth is needed, one of whom must be at least 21 years of age.
7. **LEADERSHIP FOR CO-ED GROUPS:** Co-ed overnight activities require male and female adult leaders, both of whom must be at least 21 years of age. There must be separate sleeping facilities or areas for male and female participants in accordance with the BSA policy.
8. **LEADERSHIP FOR CUB PACKS:** All Cub and Webelos Dens must meet the mandatory 1:2 Adult/Youth ratio. If Tigers, Wolves or Bears are camping out, **FAMILY CAMPING** procedures must be followed prior to arrival at camp.
9. You must submit a Unit Roster showing the names of **ALL** participants (both youth and adult) to the Ranger, Caretaker or Campmaster upon arrival at camp.
10. A Program Outline is requested so that your outdoor experience is beneficial and productive. Remember that the Ranger and Campmasters are there to help! Camp conservation and service projects are available, upon request.
11. Personal Vehicles **MUST** be parked in the parking lots **ONLY** or in an approved area designated by the Ranger, Caretaker or Campmaster. No snowmobiles or ATV's are allowed. Be prepared to carry your gear, do not plan to drive or ride your gear into the campsites or cabins.
12. No trenching around tents is permitted, as it leads to soil erosion.
13. There will be no cutting of standing timber or damage to any property, including natural surroundings. Defacing of camp property is prohibited. Units will be responsible to pay for any and all damages that occur during your stay at camp.

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14. Open fires or camp fires are to be built only in designated locations or on fire altars provided. All open fires are to be dead out before leaving a campsite for any reason. **Firewood is not provided.** Only downed and dead wood found on the property can be collected and cut with axes or bow saws. CHAINSAWS ARE PROHIBITED and NOT ALLOWED.

## **REVOLUTIONARY TRAILS COUNCIL, BSA**

### **CAMP USE RULES AND REGULATIONS**

15. There will be **no smoking** in front of the campers. Smoking is allowed in **designated areas only!**
16. Quite time is enjoyed from 10 PM until 7 AM. Loud music or excessive noise is not permitted at anytime.
17. No Alcoholic beverages or controlled substances will be allowed at camp.
18. All accidents, illnesses, or emergencies must be reported immediately to the Ranger, Caretaker or Campmaster.
19. Use of liquid or bottled fuels must follow the Guide to Safe Scouting. No firearms and no fireworks are allowed at camp.
20. No pets are allowed at camp.
21. No fishing is allowed from swimming docks. Barbless hooks only at Camp Kingsley. NYS License required ages 16 +.
22. Swimming at designated areas is allowed, provided that copies of Lifeguard Certification, Adult Supervisor, and Safe Swim Certifications are attached to the application. All Rules and Regulations pertaining to swimming are to be followed.
23. Leave an area better than you find it! Do a good turn before leaving camp. All trash is to be carried out by your group.
24. LEAVING CAMP: Arrange with the Ranger, Caretaker or Campmaster for a convenient checkout time. Before you depart camp, you must be checked out by the Ranger, Caretaker or Campmaster, who will assess any damage or cleaning requirements

**WE HOPE YOUR CAMPING EXPERIENCE IS FUN, SAFE AND MEMORABLE!**

**PHONE NUMBERS:**

Camp Kingsley	(315) 942-2511
Camp Kingsley Caretaker	(315) 942-2050
Camp Russell	(315) 392-3290
Cedarlands Scout Reservation	(518) 624-4371
Ranger – Property Supt.	(315) 392-3213
Council Office	(315)735-4437
Emergencies	Dial 911 and explain your emergency

**ADDRESS:**

Tuffy Road	Ava, NY
NYS Route 28	Woodgate, NY
Kickerville Road	Long Lake, NY