

Short Term Camping Procedures

Monmouth Council
Boy Scouts of America



Forestburg Scout Reservation
Quail Hill Scout Reservation
Pack Family Camping

Short Term Camping Procedures

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Monmouth Council Service Center And Contact Information

The Monmouth Council Service Center is located at 705 Ginesi Drive in Morganville, New Jersey. All forms, applications and answers to questions can be obtained from the service center. Directions to the service center are as follows:

From North: Take the Garden State Parkway south to exit number 123 (SAYREVILLE/OLD BRIDGE), merge on to Rte 9 South. Drive approximately 7.2 miles and merge onto NJ-18 South via the ramp on the left (ASBURY PARK/SHORE POINTS). Drive approximately 1.4 miles take Exit 29 (CR-520/TENNENT/RED BANK). Continue straight on to Hartman Road for approximately 0.4 miles. Turn right on Rte 520 west/Bridge Rd. Drive approximately .2 miles. Turn right on Ginesi Drive. The Monmouth Council Service Center is the second building on the left.

From South (via Rt.9): Take State Highway 9 north. Go through Freehold (pass Raceway Mall on left). About 6 miles north of Freehold you will come to Route 520. Turn right on 520 east, Drive approximately .6 miles and turn left on Ginesi Drive. The Monmouth Council Service Center is the second building on the left.

From South (via GSP / Rt.18): Take Parkway north to Exit 105, Rt. 18 North. Take Route 18 north to Exit 29 (CR-520 / Tennent / Morganville). Take Exit 29, bear right onto Tennent Rd. You will cross over top of Rte 18 and come to a traffic light. Turn right on 520 west. Drive approximately 0.4 miles and turn right on Ginesi Drive. The Monmouth Council Service Center is the second building on the left.

Contact Information:

Monmouth Council Service Center
Phone: 732-536-2347
Fax: 732-536-2850
Web: www.monmouthbsa.org

Monmouth Council
Boy Scouts of America
705 Ginesi Drive
Morganville, NJ 07751

Quail Hill Scout Reservation
Phone: 732-446-6521
Web: www.qhsrscamp.org

Quail Hill Scout Reservation
56 LaValley Drive
Manalapan, NJ 07726

Forestburg Scout Reservation
Phone: 845-856-3008
Web: www.fsrsrscamp.org

Forestburg Scout Reservation
1945 Route 42
Forestburgh, NY 12777

Quail Hill Scout Reservation General Description

Quail Hill Scout Reservation is a beautiful parcel of land set back in the woods in Manalapan Township, New Jersey. Quail Hill is the perfect setting for Scouting activities and is close to home for those of us in Monmouth Council. Enjoy fishing on Kiely Pond or bringing your unit out for a picnic. There is no shortage of wildlife and the beauty of the camp is without equal in the area.

Quail Hill offers a great year-round camping experience, which includes tent sites and cabins that are available most weekends (Friday-Sunday) during the period of September through mid-June. All camping and cooking gear must be brought with you. During the winter months, extreme care must be taken and only those fully prepared for the weather are permitted to camp. A request to utilize tent sites or cabins must be made to Monmouth Council by filling out the *Monmouth Council Short Term Camping Application*.

To add to your camping experience at Quail Hill, many other program features are available. These programs include canoeing, Jon boats, archery, BB guns, swimming pool, picnic area and an excellent orienteering course. A request to utilize these program features must be made to Monmouth Council by filling out the *Monmouth Council Special Use Application*. Many other attractions are easily accessible from Quail Hill, including, but not limited to Battle of Monmouth State Park, Battle of Monmouth Historic Trail, Six Flags Great Adventure Park and Assunpink Wildlife Area.

Quail Hill also offers Lawrence Lodge, which can be used for unit events such as Blue and Gold Dinners or Courts of Honor. Lawrence lodge has a fully functional kitchen and restroom facilities for personnel using the lodge. A request to utilize Lawrence Lodge must be made to Monmouth Council by filling out the *Monmouth Council Lawrence Lodge Usage Application*.

Directions to Quail Hill:

From the U.S. Route 9: Take U.S. Route 9 to NJ Route 33 west. Proceed on Route 33 west approximately six miles to county Route 527A. (Iron Ore Road) Turn right and proceed approximately ½ mile to LaValley Drive. Turn right and continue for approximately ½ mile to the entrance of Quail Hill. **SPEED LIMIT 25 MPH!** on this one lane rural road and **10 MPH** on camp.

From the NJ Turnpike: Take NJ Turnpike to exit #8 to Route 33 east. Proceed on Route 33 for approximately 6 miles to Route 527A. (Iron Ore Road) Take the jughandle and proceed north on Route 527A (Iron Ore Road) approximately ½ mile to LaValley Drive. Turn right and continue for approximately ½ mile to the entrance of Quail Hill. **SPEED LIMIT 25 MPH!** on this one lane rural road and **10 MPH** on camp.

From the Garden State Parkway: Take the Garden State Parkway to Route 33 west. Proceed on Route 33 west approximately 16 miles to county Route 527A. (Iron Ore Road) Turn right and proceed approximately ½ mile to LaValley Drive. Turn right and continue for approximately ½ mile to the entrance of Quail Hill. **SPEED LIMIT 25 MPH!** on this one lane rural road and **10 MPH** on camp.

Quail Hill Scout Reservation Scout Group Fee Schedules

Rental Period	Capacity	Rental Fee	Per Person use Fee	Deposit due at camp
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CAMPSITES

(Short Term Camping Application)

Site Fee	Weekend	40	\$40.00	\$1.00	\$20.00
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CABINS

(Short Term Camping Application)

Scout Lodge	Weekend	20	\$140.00	\$1.00	\$50.00
Webelos Lodge	Weekend	20	\$140.00	\$1.00	\$50.00
Devlin Lodge	Weekend	20	\$140.00	\$1.00	\$50.00

LAWRENCE LODGE

(Lawrence Lodge Usage Application)

Full Day Usage	Day	120	CALL	n/a	\$50.00
Half Day Usage	½ Day	120	CALL	n/a	\$50.00
Weekend Usage	Weekend	120	CALL	\$1.00	\$50.00

SPECIAL USE AREAS

(Special Use Application)

Pima or Maricopa Picnic Area	Day	100	\$35.00	n/a	\$20.00
Shooting Sports Pavilion	Day	125	\$50.00	n/a	\$20.00
Gas Grill Rental	Day		\$25.00	n/a	\$20.00
Campfire Bowl	Evening		\$10.00	n/a	\$20.00
BB Range	Per Hour	6 at a time	\$15.00	n/a	\$20.00
Archery Range	Per Hour	6 at a time	\$15.00	n/a	\$20.00
Swimming Pool (2 Hr Min)	Per Hour		\$50.00	n/a	\$20.00
Jon Boat / Canoe (on camp)	Half Day	Each	\$5.00	n/a	\$5.00/each
Canoe (off camp)	Day	Each	\$15.00	n/a	\$12.00/each
General Use of Camp	Day	Each	n/a	n/a	n/a

CAMPOREES / LARGE GROUPS

NON SCOUTS CALL FOR PRICING

Lower Group Area –Scout Lodge, sites 2,2a,3,3a	Weekend	400+	\$325.00	n/a	\$100.00
Upper Group Area –Webelos Lodge, Lawrence, sites w2,w3, and field	Weekend	400+	\$395.00	n/a	\$100.00
Entire Camp (BB, Archery, Pool, Boats or Lass Lodge NOT INCLUDED)	Weekend		\$800.00	n/a	\$200.00

All fees are subject to change without notice and are non-refundable.

A \$1.00 per person use fee will be charged for every person staying in a campsite or a cabin. **THESE FEES WILL BE COLLECTED AT CAMP.**

Deposits are required for all rentals as listed above. If rental area is not clean or your group fails to check out properly, the deposit will be forfeited. Any damages will be deducted from the deposit. If damages are greater than the collected deposit, the renter is responsible for ALL costs. **ALL DEPOSITS WILL BE COLLECTED AT CAMP.**

All Fees and Deposits paid at camp must be paid by cash or check only.

All out-of-Council Scout units **MUST** bring an approved tour permit.

Special Use areas should be reserved a minimum of 30 days in advance.

Forestburg Scout Reservation General Description

Forestburg Scout Reservation abounds in wildlife and natural resources in a 1200-acre woodland setting. Opportunities galore await every camper. Forestburg offers Scouts a multitude of advancement opportunities. Also enjoy fishing on our beautiful 55-acre Burnt Hope Lake. The limits to the adventure are set only by the imagination.

Forestburg offers a great year-round camping experience, which includes tent sites and cabins that are available most weekends (Friday-Sunday) during the period of September through mid-June. All camping and cooking gear must be brought with you. During the winter months, extreme care must be taken and only those fully prepared for the weather are permitted to camp. Heavy snow and cold temperatures are common occurrences. A request to utilize tent sites or cabins must be made to Monmouth Council by filling out the *Monmouth Council Short Term Camping Application*.

To add to your camping experience at Forestburg, many other program features are available. These programs include canoeing, rowboats, archery, shotgun shooting, rifle shooting and a climbing tower. A request to utilize these program features must be made to Monmouth Council by filling out the *Monmouth Council Special Use Application*. Many other attractions are easily accessible from Forestburg, including, but not limited to High Point State Park, Stokes State Forest, the Appalachian Trail, skiing and the Delaware River.

The camp is located in the midst of the Catskill Mountains on Route 42, just north of Port Jervis in Sullivan County, New York. Travel times vary according to the selected route. Allow 2 ½ to 3 hours for travel time from Monmouth County, New Jersey.

ROUTE ONE

Take the Garden State Parkway north to Interstate 287 north. Take 287 north until you see exit signs for 202/206. Leave 287 at this exit and follow 206 north. In Montague, NJ, just after the Montague elementary school, make a right onto Sussex 653 north. At route 23 make left and follow Route 6 west. Stay on Route 97/42 north till you see a sign saying Monticello Route 42. Bear right and take Route 42 for 10 miles to the main entrance to camp.

ROUTE TWO

Take the Garden State Parkway north to exit 145 for Interstate 280 west. Take 280 west to Interstate 80. Interstate 80 to NJ 15. NJ 15 to NJ 206 north. In Montague, NJ, just after the Montague elementary school, make a right onto Sussex 653 north. At route 23 make left and follow Route 6 west. Stay on Route 97/42 north till you see a sign saying Monticello Route 42. Bear right and take Route 42 for 10 miles to the main entrance to camp.

ROUTE THREE

Take the Garden State Parkway north to exit 153B. Take Route 46 to Route 23 north to Port Jervis, NY. In Port Jervis, take Route 6 until you come to junction for Routes 97/42. Follow Routes 97/42 until you reach junction where you will see sign reading Monticello, Route 42. Bear right and take Route 42 for 10 miles to the main entrance to camp. NOTE: This route often has heavy traffic around High Point, New Jersey.

ROUTE FOUR

Take the Garden State Parkway north to the New York State Thruway. Take Thruway to the Harriman exit. Take Route 17 to Monticello, NY. From Monticello, NY, take Route 42 south. It is 10 miles from Monticello to the main entrance to camp. When you see the Forestburg blinker light it is two miles to camp.

Forestburg Scout Reservation Scout Group Fee Schedules

Rental Period	Capacity	Rental Fee	Per person use Fee	Deposit Due at Camp
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CAMPSITES

(Short Term Camping Application)

Site Fee	Weekend	40	\$40.00	\$1.00	\$20.00
Lean-to Site	Weekend	24	\$60.00	\$1.00	\$50.00
Adirondack Outpost Camp	Weekend	6 + tents	\$40.00	\$1.00	\$20.00

CABINS

(Short Term Camping Application)

Aquatics Center ****	Weekend	36	\$285.00	\$1.00	\$50.00
Berg Lodge ****	Weekend	14	\$100.00	\$1.00	\$50.00
Quakenbush Lodge ****	Weekend	20	\$140.00	\$1.00	\$50.00
Eagles Nest ****	Weekend	20	\$140.00	\$1.00	\$50.00
Tech Center A ****	Weekend	16	\$115.00	\$1.00	\$50.00
Tech Center B ****	Weekend	12	\$85.00	\$1.00	\$50.00
Sterner Hike Center ****	Weekend	16	\$140.00	\$1.00	\$50.00
Wilkinson Lodge	Weekend	22	\$155.00	\$1.00	\$50.00
Waterfront Cabin	Weekend	8	\$60.00	\$1.00	\$50.00
Wilson Lodge	Weekend	10	\$70.00	\$1.00	\$50.00
Porch A	Weekend	2	\$40.00	\$1.00	\$50.00
Porch B	Weekend	2	\$40.00	\$1.00	\$50.00
Porch C	Weekend	4	\$60.00	\$1.00	\$50.00

SPECIAL USE AREAS

(Special Use Application)

Rifle Range	Per Hour	6 at a time	\$15.00	n/a	\$20.00
Additional cost per 10 rounds			\$1.00	n/a	n/a
Shotgun Range	Per Hour	1 at a time	\$15.00	n/a	\$20.00
Additional cost box of rounds (25)			\$10.00	n/a	n/a
Archery Range	Per Hour	6 at a time	\$15.00	n/a	\$20.00
Climbing Tower	Per Hour	2 hour min	\$30.00	n/a	\$50.00
Row Boat / Canoe (on camp)	Half Day	Each	\$5.00	n/a	\$5.00/each
Canoe (off camp)	Day	Each	\$15.00	n/a	\$12.00/each

CAMPOREES

Various possibilities	Weekend	400+	CALL	FOR	PRICING
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All fees are subject to change without notice and are non-refundable.

A \$1.00 per person use fee will be charged for every person staying in a campsite or a cabin. THESE FEES WILL BE COLLECTED AT CAMP.

Deposits are required for all rentals as listed above. If rental area is not clean or your group fails to check out properly, the deposit will be forfeited. Any damages will be deducted from the deposit. If damages are greater than the collected deposit, the renter is responsible for ALL costs. ALL DEPOSITS WILL BE COLLECTED AT CAMP.

All Fees and Deposits paid at camp must be paid by cash or check only.

All out-of-Council Scout units **MUST** bring an approved tour permit.

Special Use areas should be reserved a minimum of 30 days in advance.

****** NOTE: There will be an additional \$35.00 mandatory fee for cabins with propane or electric heat From October 1 through March 31.**

**Monmouth Council
Reservation Procedures and Policies
For Units and Groups**

In order to regulate use at Quail Hill and Forestburg Scout Reservations, these procedures have been developed to receive, process and record all requests for use of these properties. These procedures apply to all units or groups requesting reservations. Advance reservations are also required for council and district events. All necessary applications can be obtained from the Monmouth Council Service Center or on the Monmouth Council web page at www.monmouthbsa.org. To contact the Monmouth Council please call 732-536-2347. All out-of-council Scout groups must have a completed tour permit. Non-Scouting groups must have proof of liability insurance and present a hold harmless agreement.

Reservation Procedures:

1. Contact the Monmouth Council Service Center to ensure the dates and accommodations you desire for camping or special uses are available. Make a temporary reservation until the proper applications have been completed and turned in to Monmouth Council. All applications can be obtained from the Monmouth Council Service Center or on the Monmouth Council web page at www.monmouthbsa.org.

NOTE: Temporary reservations will only be held for two weeks. If applications and payments are not received within that time the reservation will be considered cancelled.

2. For camping reservations (tent or cabin), a *Monmouth Council short-term camping application* must be completely filled out and forwarded to the Monmouth Council Service Center along with the required fees. Submit all reservation forms at least two weeks prior to the desired dates.

NOTE: Damage and cleaning deposits are required for all rentals as per current camp fee schedules. If rental area is not clean or your group fails to check out properly, the deposit will be forfeited. Any damages will be deducted from the deposit. If damages are greater than the collected deposit, the renter is responsible for ALL costs. ALL DEPOSITS WILL BE COLLECTED AT CAMP. Deposits at camp must be paid by check or cash.

3. For special uses such as picnics, swimming pool, BB range, archery range, shotgun range, rifle range, canoe or jon boat rentals and climbing tower on Quail Hill or Forestburg, a *Monmouth Council special use Application* must be completely filled out and forwarded to the Monmouth Council Service Center along with the required fees. Submit all reservation forms at 30 days prior to the desired dates.

NOTE: All special use applications are contingent on the proper qualifications of the supervising adults in accordance with the **Monmouth Council special use application** and the *Guide to Safe Scouting, Safety Afloat* and/or *Safe Swim Defense* and *Climb on Safely* regulations.

4. **NO REFUNDS will be issued. Units canceling more than 30 days prior to the reservation, but less than 60 days, may request to transfer use to another weekend within one year, but a 50% additional charge will be assessed.** Reservations for units may be changed more than 60 days prior to the starting date with no additional charge. **Groups reserving a Group area or the entire camp canceling more than 90 days prior to the reservation, but less than 180 days, may request to transfer use to another weekend within one year, but a 50% additional charge will be assessed.** Reservations for units may be changed more than 180 days prior to the starting date with no additional charge.

5. Reservations will not be accepted more than one year in advance. (Exceptions are Monmouth Council district and council events)

NOTE: Out-of-Council units and Non-Scout group reservations for cabins during peak periods (December – March) will not be accepted more than 9 months in advance.

Monmouth Council Camps Check-in and Check-out Procedures

Check-In

1. Prior to checking in, units or groups must ensure that they have followed all of the proper reservations procedures including turning in all fees and applications necessary for their stay at one of our camps. At least two leaders must be present at camp before the unit or group can check in. If Family camping, the BALOO trained leader must also be present in order to check in.
2. All units must check in with the camp ranger or campmaster prior to entering any camping or program areas. Check-in times are Friday from 5:00 pm until 9:00 pm and Saturday from 7:00 am until 9:00 pm.
3. Immediately upon arrival Scout units or groups must turn in a complete roster of participants and pay any remaining fees or deposits. Out-of-council Scout units must also turn in an approved tour permit.
4. All units or groups planning to have a fire must read and sign a *Monmouth Council fire permit*. Any violations of safety procedures concerning fires will cause an immediate revocation of the fire permit.
5. The unit or group leader must accompany the camp ranger or campmaster to their site, building or special use area for inspection to ensure cleanliness and notation of any previous damage to camp property.

Check-out

1. Prior to checking out, units or groups must ensure that their campsite and latrine are clean and clear of all garbage, personal gear and personnel. All garbage must be placed in the camp dumpster or taken home with the unit or group. All fires must be “cold-out” and ashes placed in ash buckets and placed in the area directed by the camp ranger or campmaster. At this time the unit or group should notify the camp ranger or campmaster that they are ready to check out. Units or groups may check out any day after 7:00 am and before 9:00 pm. Units must be checked out by 11:00 am on Sunday morning.
2. The unit or group leader must accompany the camp ranger or campmaster to their site, building or special use area for inspection to ensure cleanliness and notation of any possible damage to camp property. Any new damage to camp property is the responsibility of the unit or group and a charge will be assessed to that unit or group to repair any damage.

NOTE: RECYCLING IS MANDATORY ON QUAIL HILL. You must remove all aluminum beverage containers, tin cans, glass and any plastic containers from your regular waste garbage. All of these items must be placed in a separate garbage bag and placed in the commingled recycling dumpster or taken home.

NOTE: There is no legal way for Monmouth council camps to dispose of empty propane cylinders. Units or groups must take empty propane cylinders home.

Monmouth Council Camps Short Term Camping Rules and Procedures

Driving & Parking:

1. All vehicles, including trailers must be parked in designated lots, not in campsites.
2. On Quail Hill the following sites have absolutely **NO** vehicle access: 1, 1A, 2A, 3A, 5, 10, 12, 14 & 15.
3. On Forestburg most tent sites are not accessible by vehicle.
4. Driving on camp will be permitted only if the Ranger or Campmaster determine conditions are suitable for travel.
5. Units will be limited to one (1) trip with one (1) vehicle per site to load or un-load, and must be accompanied by the Ranger or Campmaster.
6. No vehicle will leave any camp road for any reason.
7. If you are not 100% sure, do not drive there.
8. Wheelbarrows and carts are available at Lass Lodge to help transport equipment. Return after use.
9. Arrangements may be made with the Ranger to transport equipment to the other sites, as necessary. These arrangements must be made no less than 2 weeks prior to your reservation date.
10. The speed limit on camp is 10mph. The **SPEED LIMIT** approaching camp **ON LAVALLEY DRIVE IS 25MPH!** Do NOT exceed these limits. This is a one lane rural road.

Tents: Tents may be setup in designated areas only and must be supplied by the unit or group holding the reservation.

Fires: Wood & charcoal fires are permitted subject to NJ/NY State Forest Emergencies Procedures.

1. There will be **NO** Fires without a Fire Permit.
2. If rules are not followed the Fire Permit will be canceled and there will be no fires allowed, even cooking fires.
3. Campfires are only permitted in fire rings provided by the camp. Do not move fire rings.
4. Chemical fire starters are not permitted.
5. No fires or portable heaters in tents.
6. A 10-foot diameter area around the fire ring must be cleared.
7. Two (2) water buckets filled with water, must be near fire ring for emergencies.
8. **NEVER** leave any fire unattended.
9. Firewood is available from trees lying on the ground. All wood splitting must be done outside buildings or shelters. Due to disease, Units **MUST NOT** bring their own firewood on to camp. Split firewood is available for sale at the camp Trading Post. Please do not leave courtesy piles at campsites.

NOTE: The cutting of any standing tree (dead or alive) is strictly forbidden and subject to a severe fine. Violators will be charged \$10.00 per inch in diameter of any tree cut.

Liquid and Chemical Fuels:

1. No liquid fuels are permitted, with the exception of use with small backpacking stoves.
2. All liquid & chemical fuels must be **used under the direct supervision of an adult.** (This includes propane, white gas, etc...)
3. Caution: observe strict safety procedures, use only under direct adult supervision, and keep containers away from heat, and dispose of empty containers by taking them home.
4. Unit Leader is responsible for the safety of liquid and chemical fuels and under no circumstances shall any fuels be stored in a tent or building.
5. All fuels **MUST** be stored in approved and properly labeled containers.
6. **Empty propane cylinders for portable stoves and lanterns cannot be discarded at camp and MUST be returned home.**

Monmouth Council Camps Short Term Camping Rules and Procedures

Prohibitions: The following items are **NOT permitted** at Monmouth Council camps: Alcoholic beverages, illegal drugs, firearms, fireworks, weapons, pets, sheath knives and bicycles.

Patrol Camping: Two adult leaders are required for all Scouting activities. The primary leader must be at least 21 years old and assistants must be at least 18 years old. Patrol camping is available, however two deep-leadership must be present and camping a reasonable distance away from the patrol as determined by the camp ranger or campmaster.

Water: Potable water is available at hydrants at Lass, Webelos, Scout and Lawrence Lodges on Quail Hill and at the main Hydrant on Forestburg. Do not let hydrants run if not in use. Washing of dishes and personal hygiene usage is not permitted at hydrants. During cold winter months water may only be available at certain times at certain locations to avoid freezing the system.

Swimming: Swimming and washing are not permitted in Kiely Pond on Quail Hill. Swimming in Burnt Hope Lake on Forestburg is allowed with current Safe Swim Defense training. Swimming is permitted in the pool on Quail Hill only with prior permission, the presence of lifeguards and BSA safety devices and procedures.

Garbage: It is the responsibility of the campers to collect all garbage and police the camping area and surrounding areas. All garbage must be placed in the camp dumpster or taken home with the unit. Leave it better than you found it. Recycling is mandatory at Quail Hill and you must remove all aluminum beverage containers, tin cans, glass and any plastic containers from your regular waste garbage. All of these items must be placed in a separate garbage bag and placed in the commingled recycling dumpster.

Ashes: Fire remains must be cleaned up. Campfire ashes are placed in metal ash buckets provided by the camp ranger or campmaster and placed where directed by the camp ranger or campmaster. Leftover firewood must be returned to Lass Lodge firewood storage.

Wood Burning Stoves: No cooking or heating anything on stove. Clean out ashes from stove before starting a fire and place ashes in an ash bucket. The stove damper must be open when stove is in use. Flames must not be higher than the top of the stove doors. **DO NOT** remove hot ashes from stove! When checking out, notify camp ranger or campmaster if fire is not completely out. Leave damper in open position. Open draft plate slightly. Never pour water in or on stove. A small courtesy pile should be left in the cabins.

Latrines: **DO NOT** drop objects in the latrines or urinals. The campers are responsible for cleaning the latrine before leaving camp.

Danger Areas:

At Quail Hill, when Kiely Pond is frozen, no one is permitted on the pond. No Scouts at the pond without a leader.

At Forestburg, Darlington Falls and Tecumseh Rock are **OFF LIMITS** to all Scouts without adult supervision. In cold weather when Burnt Hope Lake is frozen, no one is permitted on the lake until the ranger gives permission.

Anyone breaking these rules will be removed from camp immediately.

The Rangers House and Workshop are **OFF LIMITS** to all campers, unless otherwise directed by the Ranger.

Monmouth Council Camps Short Term Camping Rules and Procedures

Cabins and Lodges:

1. Units or groups must not exceed the maximum capacity for sleeping in any building.
2. All courtesy woodpiles inside of the building are for wood stoves only.
3. Courtesy woodpiles must be replenished before leaving camps. (*Tinder, kindling and nothing larger than 3 inches in diameter and 18 inches long.*) DO NOT stack wood against the building. Leave approximately enough to fill a milk crate.
4. Stove wood should not exceed 18" in length or 3" in diameter.
5. DO NOT remove hot ashes from stoves.
6. Stove damper must be in the open position when stove is in use and when unit or group leaves camp.
7. Two fire buckets filled with water must be in the building at all times when stove is used.
8. There is NO cooking inside buildings.
9. **HOT PLATES, ELECTRIC HEATERS AND ELECTRIC APPLIANCES OF ANY TYPE ARE PROHIBITED.** Electric supply in the building is minimal. It is for lights and a radio or clock.
10. All units and groups must follow proper check-in and check-out procedures.

Co-ed Camping for Explorer Posts and Venture Crews:

1. Unit committee and written parental approval is required for both boys and girls.
2. Qualified, mature adults, approved by the chartered organization, are to accompany the group on a ratio of one adult for every 10 youth members. (Minimum of two leaders)
3. Co-ed groups must have both male and female leadership.
4. Physical facilities must provide for separate housing, tentage, and restroom facilities. A "gender" sign should be used with latrines when women are present.
5. Activities shall be designed to conform to the capabilities or limitations of the young people with special attention to their health and safety.
6. All activities shall conform to BSA standards, including tour permits.
7. Activities at council camps or training centers shall be coordinated with the regular activity conducted at the council camp or training center so as to keep activity conflicts to a minimum.

Camp Closings: In the case of extreme weather or other emergency conditions that make travel to camp or use of the camp facilities unsafe, the camp ranger may decide to close the camp. For weekend users, the ranger will determine any closing by 12:00 Noon on Friday in order to call units planning to attend camp. Units are encouraged to call Monmouth Council Service Center at (732) 536-2347 to receive current information on camping conditions. When the ranger determines that the closing of the camp is necessary, units will receive a credit or refund of all fees paid. Units will not receive a refund when it is their own decision to cancel.

Tour Permits: The tour permit system is developed not only to ensure a safe tour, but one that is well planned. For tours of 500 miles or less, a *Local Tour Permit* must be filed with the local council. For trips over 500 miles, a *National Tour Permit* is necessary, and is applied for through the council office.

For Monmouth Council Units, it is a council policy that for a trip of any extent, a *Local Tour Permit* be applied for and filed. (Each pack, troop or post must file a tour permit to effect a safer, better planned trip for all participants) on short "in town" trips of one day or less, within Monmouth County, tour permits are not required, **with the exception of family camping**, although all state and county parks require them for overnight camping. A unit that is family camping must file a tour permit even for "in town" trips. The *Monmouth Council Short Term Camping Application* will be accepted in lieu of a tour permit for Monmouth Council units camping at Quail Hill or Forestburg. Either must be signed by a BALOO trained leader.

Monmouth Council Camps Short Term Camping Rules and Procedures

Insurance: Monmouth Council has purchased a blanket accident and sickness insurance policy to cover their **registered members** participating in BSA activities. The insurance is secondary to the family's insurance policy. Non-Scout groups must show proof of \$2,000,000.00 liability insurance prior to using any council facilities. Insurance claim forms and other information are available from Monmouth Council Service Center.

Conservation and Ecology: If our outdoor program is to be part of the future then those who now have the benefits must preserve the outdoors. All units are encouraged to practice low impact camping, *LEAVE NO TRACE* procedures and to follow the *OUTDOOR CODE* at all times.

Non-Scout Groups: Monmouth Council Camps are available to non-Scouting groups providing they can meet the same standards of leadership as BSA units. Non-Scout groups must also produce proof of \$2,000,000.00 liability insurance and present a hold harmless agreement. Reservation for cabins during peak periods (December – March) will not be accepted more than 9 months in advance.

BB / Archery Ranges: In order to use the BB or Archery range, the **unit must provide an adult with a current BB/Archery certification for each range** to supervise the program. (Current NRA certified Instructors and police officers are considered to be qualified to supervise the BB range) Units must use camp equipment. **Personal weapons are prohibited on Monmouth Council camps.** (*Utilize Quail Hill or Forestburg Special Use Application*)

Shotgun and Rifle Ranges: Shotgun and rifle ranges are only available at Forestburg. To utilize the shotgun or rifle range, the unit must give at least **30 days advance notice so a qualified rangemaster can be scheduled.** Targets and weapons will be supplied on the shotgun and rifle ranges. Participants must be 12 or older for rifle and 14 or older for shotgun. Units must use camp equipment. **Personal weapons are prohibited on Forestburg Scout reservation.** (*Utilize Quail Hill or Forestburg Special Use Application*)

Swimming Pool: The pool is available for rent during the summer months when not scheduled for day camp or resident camp. Groups using the pool must have a qualified lifeguard (*Safe Swim Defense training, BSA Lifeguard, Red Cross Advanced Lifesaving, or YMCA Senior Lifesaver*). **Two adults must be present with CPR training and one lifeguard on duty for each ten swimmers.** Non-Scouting groups must demonstrate proof of insurance and provide a hold harmless agreement to the Monmouth Council. (*Utilize Quail Hill Special Use Application*)

Canoes and Jon Boats: Canoes may be removed from the camp premises, but units are responsible for transportation and the safe use of the canoes. A trailer is available at no extra charge when six canoes are rented. Jon boats are only for use on camp property. The Boy Scouts of America Safety Afloat Guidelines must be followed. **All adult supervision must complete Safety Afloat training.** A security deposit of \$10.00 per canoe is due at check-in and will be returned when the unit returns the canoes. Any damages will be deducted from the security deposit at the discretion of the Ranger. Overnight rentals will be charged for two days. (*Utilize Quail Hill or Forestburg Special Use Application*)

Climbing Tower: In order to utilize the climbing tower, two adults that are properly trained as a **certified BSA climbing Instructor must be present at all times** when anyone is using the tower. All BSA guidelines, policies and regulations regarding climbing and rappelling must be followed at all times. Advanced notice is required for use of the Climbing Tower. (*Utilize Forestburg Special Use Application*)(closed Nov thru March)
(2 hour minimum)

**Monmouth Council Camps
Emergency Procedures**

The best defense against an emergency is preparedness. Emergencies have happened in camps - fire, natural disasters, serious accidents, illness or injury, windstorms, missing camper or fatalities.

Every leader and staff member must be familiar with the types and causes of emergencies that might occur at camp.

The following emergency information must be posted in conspicuous places and near all telephones.

Emergency Numbers

Scout Executive – Lee Marconi	(H) 302-832-7693
	(W) 732-536-2347
	(C) 302-312-5538

Quail Hill Emergency Numbers:	732-446-6521 (Camp #)
Manalapan Township Fire Department	911
Manalapan Township Police Department	911
CentraState Medical Center	732-431-2000
Englishtown First Aid Squad	911

Forestburg Emergency Numbers:	845-856-3008 (Camp #)
Forestburgh Fire Co. #1	845-292-5151 or 911
N.Y. State Police	845-292-6600
Bon Secour Community Hospital	845-856-5351

Fire, Natural Disasters, Windstorm, Emergency Evacuation, Flood:

When notified of any of the above emergencies, camp directors, rangers and Campmasters will place the appropriate plan into action. Emergency assembly signals and areas are as follows:

Quail Hill: SOUNDING OF AIR HORN – ONE LONG BLAST

Primary - Assembly area near Lawrence Lodge
Alternate - Assembly area near Lass Lodge

Forestburg: SOUNDING OF SIRENS

Primary- Assembly area at flag pole near Health Lodge
Alternate - Assembly area at Dan Beard flagpole

When assembled, complete and detailed plans will be announced to staff and campers, according to the emergency.

Serious or Fatal Accident or Illness:

Alert hospital, arrange transportation. Collect all facts as soon as possible, including statements of witnesses. Start a *written* log of all times and action taken.

Notify the Scout executive immediately, or the Assistant Scout Executive in his absence or unavailability. If neither can be located, the appropriate camp director or ranger will act as the Scout Executive representative and take action in accordance with the *B.S.A. Report of Serious or Fatal Accident or Illness, #19-147*, on file at each camp headquarters and director's office.

NOTE: A "serious" injury or illness is defined as "likely to result in death or permanent disability."

Cub Scout Camping and Family Camping Policies

Family camping: An outdoor camping experience, other than resident camping, that involves Cub Scouting, Boy Scouting, or Venturing program elements in overnight settings with two or more family members, including at least one BSA member of that family. Parents are responsible for the supervision of their children, and Youth Protection guidelines apply. There are two main types of family camping.

Recreational Family Camping: When Scouting *families camp as a family unit* outside of an organized program. It is a non-structured camping experience, but is conducted within a Scouting framework. Recreational family camping for Scouting families registered with the Monmouth Council Boy Scouts of America is *restricted to Quail Hill and Forestburg* and is limited to families of registered Scouts in the second grade or higher. Families camping on their own, anywhere other than a Monmouth Council camp are not covered by the BSA's liability insurance.

Program-Managed Family Camping: When *multiple Scouting families camp together as a part of* an organized overnight camping program. This is a structured camping experience that is conducted within a Scouting framework and coordinated as *a council, district or pack event*. If nonmembers (siblings) participate the event must be structured accordingly to accommodate them. *All program-managed family camping events MUST have at least one leader that is over the age of 21 and has completed the Basic Adult Leader Outdoor Orientation (BALOO) training*. That BALOO trained adult must complete and sign a Local Tour Permit Application and turn it in to Monmouth Council Service Center and also must be present at all times during the event. All registered Scouts may participate in program-managed family camping. All youth must be accompanied by a parent or guardian. Program-managed family camping for Monmouth Council units is restricted to the following locations:

Quail Hill Scout Reservation
Forestburg Scout Reservation
Gateway National Recreation Area (Sandy Hook)
Camp Moore, NJ Elks Handicapped Children's Committee
Allaire State Park (Family camp sites only)
Cheesequake State Park
Turkey Swamp Park

- Camping for Tigers, Wolves and Bears is limited to Pack overnights, recreational family camping and program-managed family camping. They are NOT permitted to go overnight camping as a den. These Cub Scouts must be accompanied by a parent or guardian.
- Camping for fourth and fifth grade Cub Scouts (Webelos) is permitted as long as they are accompanied by a parent or guardian. This includes den camping, resident camp, all family camping and den-troop camping. Webelos should not conduct cold weather tent camping.

Procedures for Use of Monmouth Council Facilities for Large Activities or Events

1. **Definition of Large Activity or Event:** Any scheduled activity such as a major training course, camporees, klondikes, olympics, rallies, etc. involving more than one unit.
2. **Reservations:** Reservations will be made by the council or district representative that is in charge of the activity or event. These reservations will be made in accordance with the reservation procedures set forth in the *Monmouth Council Short Term Camping Procedures*. Reservations must clearly state the areas that are required for the activity or events. If an area is not reserved on the appropriate application, it will not be available for the activity or event. *Reservations for large activities or events should be made at least one year in advance to avoid conflicts.*
3. **Pre-Planning Meeting:** To insure that adequate support is available and that plans are developed for such items as information signs, traffic control, first aid, parking, fires, garbage disposal and cleanup, **it is required that the event chairman and the professional advisor meet with the camp ranger and campmaster coordinator at least 30 days prior to the activity or event.** At this meeting additional needs can be discussed and reviewed. Activities and events are required to supply their own personnel to take care of ALL aspects of the activity or event.
4. **Check-in and Check-out:** The chairman of the activity or event is **required** to check in and out with the camp ranger or campmaster in accordance with the Check-in and Check-out procedures set forth in the *Monmouth Council Short Term Camping Procedures*.
5. **Camp Rules and Regulations:** All staff members and participants of any activity or event are required to follow ALL rules and procedures as set forth in the *Monmouth Council Short Term Camping Procedures*. This includes, but is not limited to the Driving and Parking Policy. These activities and events represent the council and districts and as such should strive to set the example for all others to follow.
6. The Campmaster Coordinator will ensure adequate campmaster coverage of the camp is arranged. Campmasters are on hand to help run the camp, not the activity or event.
7. **These requirements apply to ALL activities or events regardless of whether it is a council or district activity or event or how long the activity or event will last.**

The Battle of Monmouth Historic Scout Trail

The Battle of Monmouth, fought on the plains of western Monmouth County where General George Washington rallied his troops in sweltering weather on June 28, 1778, taught the British that the American colonists were determined to fight for their land and their ideas, and that no longer would they run. The Battle of Monmouth was the last major engagement in the north, and, in numbers of troops engaged, one of the largest in the war. The dramatic highlight of the battle was immortalized by the German artist Emanuel Leutze in his painting "Washington Rallying the Troops at Monmouth", which hangs today in the Monmouth County Historical Association Museum in Freehold.

The Trail starts at Quail Hill Scout Reservation, Lawrence Training Center and finds its way to such historical places as Moses Laird Home and Village Inn in Englishtown. Other sites are: Old Tennent Church, Cobb House, Monmouth Battlefield State Park, Molly Pitcher's Well, Molly Pitcher's Spring, and Craig House. The Trail ends in Freehold where St. Peter's Church, Old Monmouth Court House, and Battle of Monmouth Monument in the Battle of Monmouth Park may be seen. The Trail is about 11 miles long. **This is not a loop trail and as such arrangements must be made for return transportation from the end of the trail.** An abbreviated 5-mile trail is available for Webelos Dens

Qualifications: The Trail is designed specifically for the Boy Scout program, and may be hiked by members of similar community groups. Groups wishing to make this a one-day event will find this trail especially good. Minimum requirement for hiking the Trail is that the Scout must be a Webelos. Other hikers not in Scouting must be 9 years old.

Scout Requirements: All Scouts MUST conform to all normal requirements set by the Boy Scouts of America governing hiking activities. Wearing a uniform is required. Pencils are necessary in order to fill out the questionnaire. A bag lunch and water canteens are necessary.

Trail Requirements: For the Trail award, there is a questionnaire with 18 informative fill-in questions. These are to be turned in to the group leader at the end of the Trail in order to receive the medal. Starting time for the trail is Saturday mornings between 8:00 AM and 10:00 AM. Units may select their own starting time, but must report to the pre-hike briefing area thirty minutes prior to this time.

Tour leaders from out of Monmouth Council are requested to have a copy of Tour Permit (#4426) with them. All vehicles required for return trip should be moved to the end of the trail prior to the unit's arriving at Lawrence lodge for the pre-hike briefing.

Operating Season: The Trail may be hiked from the Saturday after Labor Day to the Saturday before Memorial Day. The Trail will be closed on holiday weekends. This trail is great for a one-day event for units in the Monmouth Council area. Camping in the area is strongly recommended at the Quail Hill Scout Reservation facilities.

Registration: Monmouth Council must receive an application for your unit to hike the Trail at least two weeks prior to the date you wish.

Trail Medals And Patches: Trail Medals and patches are available to all individuals hiking the Battle of Monmouth Trail at a cost of \$6.00 per medal, and \$5.00 per patch, payable at the time the group registers to begin the Trail.

Overnight Camping: Facilities for overnight camping are available at Quail Hill Scout Reservation. Information regarding fees and reservations may be obtained from Monmouth Council, 705 Ginesi Dr., Morganville, NJ 07751 (Phone 732-536-2347). You may also refer to the short term camping application for current fees.

Short Term Camping Application

(Please print all information)

(Circle One)

Pack/Troop

Team/Post # _____

Council/Group: _____

Arrival Date _____ **Time** _____ **Departure Time** _____ **Date** _____

Participants Expected: **Youth** _____ **Adults** _____

Person in Charge (Basic Adult Leader Outdoor Orientation qualified adult if Family Camping):

Name (Age 21+) _____ **Position** _____

Address _____

City _____ **State** _____ **Zip** _____

Phone: (H) _____ **(W)** _____ **Email** _____

Name (Age 18+) _____ **Position** _____

Address _____

City _____ **State** _____ **Zip** _____

Phone: (H) _____ **(W)** _____ **Email** _____

Quail Hill Scout Reservation (732) 446-6521
56 LaValley Drive, Manalapan, NJ 07726

Forestburg Scout Reservation (845) 856-3008
1945 Route 42, Forestburgh, NY 12777

Facility	Capacity	Fee *
<input type="checkbox"/> Scout Lodge	20 Bunks	\$140.00
<input type="checkbox"/> Webelos Lodge	20 Bunks	\$140.00
<input type="checkbox"/> Devlin Lodge	20 Bunks	\$140.00
<input type="checkbox"/> Activity Field		
<input type="checkbox"/> Orienteering Field		
<input type="checkbox"/> Campfire Bowl		\$10.00
<input type="checkbox"/> Tent Site		\$40.00
<input type="checkbox"/> Tent Site #10 with Lean-to		\$40.00
<input type="checkbox"/> Battle of Monmouth Trail		
<input type="checkbox"/> Lower Group Area		\$325.00
<input type="checkbox"/> Upper Group Area		\$395.00
<input type="checkbox"/> Entire Camp		\$800.00

Facility	Capacity	Fee *	heat
<input type="checkbox"/> Aquatics Center	36 Bunks	\$285.00	\$35.00
<input type="checkbox"/> Berg Lodge	14 Bunks	\$100.00	\$35.00
<input type="checkbox"/> Tech Center A	16 Bunks	\$115.00	\$35.00
<input type="checkbox"/> Tech Center B	12 Bunks	\$85.00	\$35.00
<input type="checkbox"/> Waterfront Cabin	8 Bunks	\$60.00	
<input type="checkbox"/> Wilkinson Lodge	22 Bunks	\$155.00	
<input type="checkbox"/> Wilson Lodge	10 Bunks	\$70.00	
<input type="checkbox"/> Quakenbush Lodge	20 Bunks	\$140.00	\$35.00
<input type="checkbox"/> Eagle's Nest	20 Bunks	\$140.00	\$35.00
<input type="checkbox"/> Sterner Hike Center	16 Bunks	\$140.00	\$35.00
<input type="checkbox"/> Porch A	2 Bunks	\$40.00	
<input type="checkbox"/> Porch B	2 Bunks	\$40.00	
<input type="checkbox"/> Porch C	4 Bunks	\$60.00	
<input type="checkbox"/> Lean-To Site	24 Bunks	\$60.00	
<input type="checkbox"/> Tent Site		\$40.00	
<input type="checkbox"/> Adirondack Outpost		\$40.00	

Site Desired _____

Site Desired _____

* An additional \$1.00 per person use fee will be charged for every person staying in a campsite or a cabin. Heat fees are mandatory from October 1 through March 31. A cleaning/damage deposit will be required for all rentals as per the current camp fee schedules on pages 3 and 5 of the *Short Term Camping Procedures*. If rental area is not clean or your group fails to check out properly, the deposit will be forfeited. Any damages will be deducted from the deposit. If damages are greater than the collected deposit, the renter is responsible for ALL costs. THESE FEES WILL BE COLLECTED AT CAMP and are payable by cash or check.

Instructions: Submit this application to Monmouth Council, B.S.A., 705 Ginesi Dr., Morganville, NJ 07751 (Phone 732-536-2347). All fees must accompany this application. Make checks payable to Monmouth Council, B.S.A. All fees are non-refundable. Out-of-Council units must secure a Tour Permit from their council in order to camp. Units family camping must have BALOO trained adult present. All units must read and understand the *Guide to Safe Scouting* and the *Monmouth Council Short Term Camping Procedures* and notify all members of unit about all of the relevant Rules and Regulations. Units should have personal health histories on hand.

Signature of Committee Member _____

Signature of Leader _____

Signature of BALOO _____

Daytime Phone: _____

Daytime Phone: _____

Daytime Phone: _____

Office Use Only:

Date _____ **Receipt #** _____ **Amount Paid** _____ **Deposit** _____

Monmouth Council Camps

Short Term Camping Rules & Procedures

Reservations: Campsite reservations made by phone must have the proper paperwork and payment submitted within two weeks of phone reservations. Any reservation not completed within two weeks will be considered cancelled. Reservations for buildings during the months of December through March by an out-of-council unit may not be made more than 9 months in advance. Reservations for buildings may be restricted during district or council events. **NO** reservations will be accepted more than 12 months in advance.

Quail Hill Parking: Park all vehicles in designated lots. Vehicles, including trailers, are not permitted to park in camping areas. The following sites have absolutely **NO** vehicle access: 1, 1A, 2A, 3A, 5, 10, 12, 14 & 15. All other sites have suitable access a short distance from camp roads. Driving on camp will be permitted only if the Ranger or Campmaster determine conditions are suitable for travel. Units will be limited to one (1) trip with one (1) vehicle to load or un-load, per site and must be accompanied by the Ranger or Campmaster. **NO VEHICLE WILL LEAVE ANY CAMP ROAD FOR ANY REASON.** If you are not 100% sure, do not drive there. Wheelbarrows are available to help transport equipment. Arrangements may be made with the Ranger to transport equipment to the other sites, as necessary. These arrangements must be made no less than 2 weeks prior to your reservation date.

Forestburg Parking: Park all vehicles in designated lots. Vehicles, including trailers, are not permitted to park in camping areas. Driving on camp will be permitted only if the Ranger or Campmaster determine conditions are suitable for travel. Units will be limited to one (1) trip with one (1) vehicle to load or un-load, per site or cabin. No vehicle will leave any camp road for any reason. If you are not 100% sure please do not drive there. Most tent sites are not accessible by vehicle.

Check-In: Camping Units and all visitors must check-in with the Ranger or Campmasters prior to entering camping or day-use areas. Unit must turn in a roster of participants and any remaining fees immediately upon arrival. Check-in times are from 5PM to 9PM on Friday and 7AM to 9PM on Saturday.

Check-out: Units must check-out with the Campmasters or Ranger only after the entire area has been cleared and cleaned. Your camping area will be inspected. Check-out times on Sunday are from 7AM to 11AM.

Tents: Tents may be setup in designated areas only.

Fires: Wood & charcoal fires are permitted subject to NJ/NY State Forest Emergencies Procedures. Fire Permits will be issued at Check-in. Fires are permitted in campfire rings only.

Chemical Fuels: No liquid fuels are permitted, with the exception of use with small backpacking stoves. All chemical fuels must be **used under the direct supervision of an adult** (this includes propane, white gas, etc...). Caution: observe strict safety procedures, use only under direct adult supervision, and keep containers away from heat, and dispose of empty containers by taking them home. **Unit Leader is responsible for the safety of liquid fuels and under no circumstances shall liquid fuels be stored in a tent or building.** The Ranger or Campmasters will deny use of chemical fuels if unsafe practices are observed.

Prohibitions: The following items are **NOT permitted** at Quail Hill Scout Reservation: Alcoholic beverages, illegal drugs, firearms, fireworks, weapons, pets and sheath knives. There is **NO** cooking in tents or cabins.

Other Activities: Quail Hill offers BB and Archery, Swimming Pool, Canoeing, Jon Boats, Orienteering Course and fishing. (Contact Monmouth Council at 732-536-2347 for applications and costs).

Forestburg offers Canoeing, Shotgun shooting, Rifle Shooting, Archery and a Climbing Tower. (Contact Monmouth Council at 732-536-2347 for applications and costs).

This is only a brief list of items from our *Short Term Camping Procedures*. To obtain a complete copy please call our Council Office at: (732) 536-2347 or see us at www.monmouthbsa.org.

Quail Hill Special Use Application
(Picnic Area, BB Guns, Archery, Swimming Pool, Canoes, John Boats)
(Please print all information)

(Circle One)

Pack/Troop

Team/Post # _____

Council/Group: _____

Persons In Charge:

Name (Age 21+) _____ **Position** _____

Address _____ **City** _____ **State** _____ **Zip** _____

Phone: (H) _____ **(W)** _____ **Email** _____

Name (Age 18+) _____ **Position** _____

Address _____ **City** _____ **State** _____ **Zip** _____

Phone: (H) _____ **(W)** _____ **Email** _____

Picnic Areas and Campfire Bowl: Three picnic areas are available for unit and family picnics year round.

- Maricopa** - \$35.00
- Pima** - \$35.00
- Gas Grill** - \$25.00
- Campfire Bowl** - \$10.00
- Shooting Sports Pavilion** - \$50.00

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: **Youth** _____ **Adult** _____ **Total** _____

BB/Archery Range: Fees for either the BB or Archery Ranges are \$15.00 per hour per range. This includes weapons, and materials. The unit must provide an adult with a BB/Archery certification for each range to supervise the program. (current NRA certified Instructors and police officers are considered certified to supervise the BB range) **NO PERSONAL WEAPONS**

BB Gun Range

Archery Range

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: **Youth** _____ **Adult** _____ **Total** _____

Adult Rangemaster _____ **Certification** _____

Swimming Pool: The pool is available June thru August when not scheduled for day camp or resident camp. Groups using the pool must have a qualified lifeguard (*Safe Swim Defense* training, *BSA Lifeguard*, *Red Cross Advanced Lifesaving*, or *YMCA Senior Lifesaver*). Two adults must be present with CPR training and one lifeguard on duty for each ten swimmers. Non-Scouting groups must demonstrate proof of insurance and provide a hold harmless agreement to the Monmouth Council. The rental charge for the pool will be \$50.00 per hour. (minimum 2 hours)

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: **Youth** _____ **Adult** _____ **Total** _____

Lifeguard _____ **Qualifications** _____

Canoes and Jon Boats (Boy Scouts only) Rentals include canoes or Jon boats, life jackets and paddles or oars. Canoes may be removed from the camp premises, but units are responsible for transportation and the safe use of the canoes. A trailer is available at no extra charge when six canoes are rented. Jon boats are only for use on Kiely Pond at Quail Hill. The Boy Scouts of America *Safety Afloat* Guidelines will be enforced. All adult supervision must complete *Safety Afloat* training. A security deposit per canoe or Jon boat is due at check-in and will be returned when the unit returns the canoes/boats. Damages will be deducted from the deposit at the discretion of the Ranger. Overnight rentals will be charged for two days.

Rental Fees:

Off site canoe - \$15.00 per day (plus security deposit)	Number needed _____
On site canoe - \$5.00 per half day	Number needed _____
On site Jon Boat - \$5.00 per half day	Number needed _____

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: **Youth** _____ **Adult** _____ **Total** _____

Submit this application to Monmouth Council, B.S.A., 705 Ginesi Dr., Morganville, NJ 07751 (Phone 732-536-2347). Please submit at least 30 days in advance of arrival date. All fees are non-refundable and must accompany this application. Make checks payable to Monmouth Council, B.S.A.

Signature of Committee Member

Signature of Leader

Office Use Only:

Date _____ **Receipt #** _____ **Amount Paid** _____ **Deposit** _____

Forestburg Special Use Application
(Canoes, Shotgun Shooting, Rifle Shooting, Archery)

(Circle One)

(Please print all information)

Pack/Troop

Team/Post # _____

Council/Group: _____

Persons In Charge:

Name (Age 21+) _____ **Position** _____

Address _____ **City** _____ **State** _____ **Zip** _____

Phone: (H) _____ **(W)** _____ **Email** _____

Name (Age 18+) _____ **Position** _____

Address _____ **City** _____ **State** _____ **Zip** _____

Phone: (H) _____ **(W)** _____ **Email** _____

Archery Range, Rifle Range and Shotgun Range:

All ranges are \$15.00 per hour per range. There will be an additional charge of \$10.00 for each box of 25 rounds on the shotgun range and \$1.00 for every ten rounds on the rifle range. To utilize the archery range, the **unit must provide an adult with an archery certification**. BB's and targets supplied on the BB range. Bows, arrows and targets will be supplied on the archery range. To utilize the shotgun or rifle range, the unit must give at least **30 days advance notice so a qualified rangemaster can be scheduled**. Targets and weapons will be supplied on the shotgun and rifle ranges. Participants must be 12 or older for rifle and 14 or older for shotgun. Units must use camp equipment. **Personal weapons are prohibited on Forestburg Scout Reservation.**

Archery Range **Rifle Range** **Shotgun Range** **BB Range**

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: Youth _____ **Adult** _____ **Total** _____

Adult Rangemaster (Archery) _____ **Certification** _____

Canoes and Row Boats (Boy Scouts Only):

Rentals include canoes or Jon boats, life jackets and paddles or oars. Canoes may be removed from the camp premises, but units are responsible for transportation and the safe use of the canoes. A trailer is available at no extra charge when six canoes are rented. Row boats are only for use on Burnt Hope Lake at Forestburg. The Boy Scouts of America *Safety Afloat* Guidelines will be enforced. All adult supervision must complete *Safety Afloat* training. A security deposit per canoe or Jon boat is due at check-in and will be returned when the unit returns the canoes/boats. Any damages will be deducted from the security deposit at the discretion of the Ranger. Overnight rentals will be charged for two days.

Rental Fees: Off site canoe - \$15.00 per day Number needed _____
On site canoe - \$5.00 per half day Number needed _____
On site Row Boat - \$5.00 per half day Number needed _____

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: Youth _____ **Adult** _____ **Total** _____

Climbing Tower: (weather permitting)

The climbing tower is available for use at a flat rate of \$30.00 per hour.(2 hour min) Two adults that are properly certified as a BSA Climbing Instructor must be present at all times when anyone is using the tower. All BSA guidelines, policies and regulations regarding climbing and rappelling must be followed at all times. At least 30 days advance notice needed. (closed Nov thru March)

Date _____ **Arrival Time** _____ **Departure Time** _____

Participants Expected: Youth _____ **Adult** _____ **Total** _____

Qualified Adult: _____

Submit this application to Monmouth Council, B.S.A., 705 Ginesi Dr., Morganville, NJ 07751 (Phone 732-536-2347). Please submit at least 30 days in advance of arrival date. All fees are non-refundable and must accompany this application. Make checks payable to Monmouth Council, B.S.A.

Signature of Committee Member

Signature of Leader

Office Use Only:

Date _____ **Receipt #** _____ **Amount Paid** _____ **Deposit** _____

Lawrence Lodge Day Use Application

At Quail Hill Scout Reservation

(Please print or type all information)

Unit Type & No. _____

Group/Event : _____

Event Date(s) _____

Time: From _____ to _____ (AM/PM)

Participants Expected: Youth _____

Adult _____

Total _____

Facilities Needed: The kitchen is only used with rental of the Main Room or the Full Building. The rental of the full building includes the rooms listed below as well as the kitchen and the restroom facilities. Half day rentals are from 8am – 2pm or from 2pm – 8pm. Any overlapping requires a full day rental.

Scout Group Fees:	<u>Main Room</u>	<u>Sm Basement</u>	<u>Lg Basement</u>	<u>Full Building</u>
Half Day Use	() \$60.00	() \$20.00	() \$30.00	() N/A
Full Day Use	() \$90.00	() \$30.00	() \$45.00	() \$125.00
Weekend Use	() \$120.00	() \$40.00	() \$60.00	() \$180.00
Non-Scout Group Fees:	<u>Main Room</u>	<u>Sm Basement</u>	<u>Lg Basement</u>	<u>Full Building</u>
Half Day Use	() \$80.00	() \$20.00	() \$30.00	() N/A
Full Day Use	() \$120.00	() \$30.00	() \$45.00	() \$180.00
Weekend Use	() \$160.00	() \$40.00	() \$60.00	() \$225.00

Persons In Charge:

Name (Age 21+) _____ Position _____

Address _____

City _____ State _____ Zip _____

Phone: (H) _____ (W) _____ Email _____

Name (Age 18+) _____ Position _____

Address _____

City _____ State _____ Zip _____

Phone: (H) _____ (W) _____ Email _____

Instructions

Submit this application to Monmouth Council, B.S.A., 705 Ginesi Dr., Morganville, NJ 07751 (Phone 732-536-2347). Please submit at least two weeks in advance of arrival date. All fees are non-refundable and must accompany this application. Make checks payable to Monmouth Council, B.S.A.

Rules and Regulations

- Check in with the ranger or campmaster upon arrival at camp. (Tour permits are needed for out-of-council units.)
- Non-Scout groups need to present a hold harmless agreement to the Council Service Center and a certificate of Insurance naming Monmouth Council as an additional name insured.
- Leaders of major events must meet with ranger at least one month prior to event.
- Maximum building capacity will be 120 with chairs and tables set up; or 215 with chairs only.
- A \$50.00 damage and cleaning deposit is required for all rentals. If building is not clean, the deposit will not be returned. Damages to equipment, building and facilities will be charged to the user. This deposit will be collected at camp.
- Other camp rules and procedures need to be reviewed by users of Lawrence Lodge. No alcoholic beverages are permitted at camp.

Signature of Committee Member

Signature of Leader

Daytime Phone: _____

Daytime Phone: _____

Office Use Only:

Date _____ Receipt # _____ Amount Paid _____ Deposit _____