



Girl Scout Council of the Southern Appalachians, Inc.  
 Knoxville Service Center  
 1567 Downtown West Boulevard  
 Knoxville, TN 37919  
 800/474-1912 or 865/688-9440  
 Fax 865/689-9835 ♦ www.girlscoutcsa.org

## Service Unit Encampment Site Use Agreement

Copy this form and send, along with fees, to: **Attention: Camp Registrar, Girl Scout Council of the Southern Appalachians, Inc., 1567 Downtown West Blvd, Knoxville, TN 37919.**

This agreement is between Camp Tanasi and the \_\_\_\_\_ Service Unit of the Girl Scout Council of the Southern Appalachians, Inc. It is agreed that the \_\_\_\_\_ Service Unit Encampment shall use Camp Tanasi and the following units listed below as a Service Unit Encampment for the dates of \_\_\_\_\_ through \_\_\_\_\_. Further, it is agreed the Service Unit Encampment will be considerate of the listed requests during their usage.

Contact: \_\_\_\_\_ H Phone \_\_\_\_\_ W Phone \_\_\_\_\_ C Phone \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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

Council Certified Troop Camper: \_\_\_\_\_

Red Cross Certified First Aider: \_\_\_\_\_

## Girl Scouts of the Southern Appalachians, Inc. Policy of Inclusion

Girl Scouts is an organization committed to the inclusion of girls and adults from all racial, ethnic, religious, socio-economic backgrounds and abilities. Requests for information from our members enable us to establish benchmarks for measuring our progress toward ensuring that all girls have the opportunity to be Girl Scouts. Thank you for your help in providing this information.

**Number of Participants:** \_\_\_ Black \_\_\_ White \_\_\_ American Indian \_\_\_ Hispanic \_\_\_ Asian \_\_\_ Other

**Disabilities:** \_\_\_ *Mentally* \_\_\_ *Hearing* \_\_\_ *Learning* \_\_\_ *Physical*

**Does someone attending this event have special needs? If yes, please list their name and needs below:**

1. \_\_\_\_\_

2. \_\_\_\_\_

**Number of Participants:**

\_\_\_ Daisies \_\_\_ Brownies \_\_\_ Juniors \_\_\_ Cadettes \_\_\_ Seniors \_\_\_ Ambassadors

\_\_\_ Female Adults \_\_\_ Male Adults \_\_\_ Tagalongs (not permitted on council-sponsored events)

**(Additional insurance must be purchased in advance)**

\_\_\_ **Total Participants**

### FOR OFFICE USE ONLY:

Date Received: \_\_\_\_\_ Amt: \_\_\_\_\_ Receipt #: \_\_\_\_\_ Confirmed: \_\_\_\_\_

Camp Notified: \_\_\_\_\_ Balance Received: \_\_\_\_\_ Amt: \_\_\_\_\_ Receipt #: \_\_\_\_\_

## Units Requested

Arrival Date and Time: \_\_\_\_\_

Departure Date and Time: \_\_\_\_\_

**(Note: Groups may check in after 3:30 p.m.; check out time is by 2:30 p.m.)**

Girl Scouts of Tanasi Council reserves the right to reschedule camp reservations, including requested use of accessible facilities for person with disabilities.

	Capacity	Overnight Fee		# of Nights	=	Total
<input type="checkbox"/> Cedars A	20	\$40	X	_____	=	_____
<input type="checkbox"/> Cedars B	20	\$40	X	_____	=	_____
<input type="checkbox"/> Far Horizons A	20	\$40	X	_____	=	_____
<input type="checkbox"/> Far Horizons B	20	\$40	X	_____	=	_____
<input type="checkbox"/> Crafty Fox Den	15	\$30	X	_____	=	_____
<input type="checkbox"/> Day Dreams	15 inside/8 outside in tents	\$45	X	_____	=	_____
<input type="checkbox"/> Deep Woods	16 inside/12 outside in tents	\$35	X	_____	=	_____
<input type="checkbox"/> Deer Point A	20	\$80	X	_____	=	_____
<input type="checkbox"/> Deer Point B	20	\$80	X	_____	=	_____
<input type="checkbox"/> Echo Cove	29	\$35	X	_____	=	_____
<b>Total Unit Fees</b>						= _____

## Overnight Accommodation Notes

---



---



---

## Other Sites to Reserve (free)

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Pool Pavilion | <input type="checkbox"/> Main Camp Fire Ring | <input type="checkbox"/> Hap House (sleeps 3 adults) | <input type="checkbox"/> Staff Cabin (sleeps 3 adults) |
| <input type="checkbox"/> Lighton Lodge |  |  |  |
| <input type="checkbox"/> Gazebo        |  |  |  |

## Activity Fees

	Daily Fee*		# of Participants		# of Days	=	Total
<input type="checkbox"/> Pool Use	\$3.50	X	_____	X	_____	=	_____
<input type="checkbox"/> Archery	Free		_____		_____	=	_____
<input type="checkbox"/> Challenge Workshops	\$45/20 girls	X	_____	X	_____	=	_____
<i>Waterfront</i>							
<input type="checkbox"/> Paddleboats	\$5.00	X	_____	X	_____	=	_____
<input type="checkbox"/> Canoes	\$5.00	X	_____	X	_____	=	_____
<input type="checkbox"/> Kayaks	\$5.00	X	_____	X	_____	=	_____
<b>Total Activity Fees</b>						= _____	

\*Daily Fee is listed as per participant unless otherwise noted.  
You will be contacted in regards to session times for all activities.

## Meals Requested (minimum of 40 participants)

Dates	Indicate Quantity		
	Breakfast	Lunch	Dinner
TOTAL # OF MEALS			
Cost per meal	X \$4.50	X \$6.00	X \$6.00
<b>TOTAL COST PER MEAL</b>			
<b>TOTAL FOOD SERVICE COST</b>			

The Food Service Manager will contact you in regards to your request.

**Reservations for food service must be made at least three (3) months in advance and will depend on kitchen staff availability.**

Please indicate which meals and what days you would like food service for on your reservation form. Final numbers for meals are due at least two (2) weeks prior to your stay at Tanasi.

## Equipment Reservation at No Charge (Limited Supplies)

### Outdoor Cooking Equipment provided at each Camp Unit at Camp Tanasi:

2 cooking pots	1 long-handled fork	3 wash basins
1 skillet	2 pot holders	1 grate (grill to put over fire)
2 long-handled spoons	1 spatula (pancake turner)	10 toasting forks

Item	Quantity	Item	Quantity
<input type="checkbox"/> Coleman two burner cook stove and propane tank ❶	_____	<input type="checkbox"/> Directional Compasses	_____
<input type="checkbox"/> Dutch Ovens ❶	_____	<input type="checkbox"/> Igloo beverage coolers	_____
<input type="checkbox"/> Pie irons	_____	<input type="checkbox"/> Igloo ice chests	_____
<input type="checkbox"/> Wooden toasting dowels	_____	<input type="checkbox"/> Hand-held Radios	_____
<input type="checkbox"/> Large Utility Wagons (5 available)	_____	<input type="checkbox"/> Flag Ceremony Items (flag & sashes)	_____
<input type="checkbox"/> Golf Cart (for mobility impaired persons, 1 available)	_____	<input type="checkbox"/> Charcoal Chimney	_____

❶ Must have appropriately trained adult

### Special Requests from Camp Tanasi to the Service Unit Encampment Director

---



---



---

### Special Requests from the Service Unit Encampment Director to Camp Tanasi

---



---



---

### TOTAL FEES

Security Deposit		\$100
Overnight Accommodations	+	_____
Activity Fees	+	_____
Meals	+	_____
<b>Total</b>		_____

The \$100 Security Deposit is required to hold your dates and for possible property damage. If the Camp Director agrees there was no damage caused, the entire amount will be returned upon completion of the Service Unit Encampment.

All other fees are due to the Knoxville Service Center five (5) business days or earlier before the first day of Day Camp.

If payment is to be made by **cash**, please bring this form with you to the Knoxville Service Center.

If payment is to be made by **check**, please mail it with this form or bring it to the Knoxville Service Center.

If payment is to be made by **credit card**, (please circle) MasterCard, VISA, American Express or Discover, complete the following and mail or bring this form to the Knoxville Service Center:

Name \_\_\_\_\_ Account No. \_\_\_\_\_ CVV# \_\_\_\_\_

Expiration Date \_\_\_\_\_ Signature \_\_\_\_\_

*By signing and dating below, I agree to abide by all Girl Scout Council of the Southern Appalachians policies and all Safety-Wise guidelines, to the above mentioned requests, reservations and fees.*

\_\_\_\_\_  
Service Unit Encampment Director Signature/Date

\_\_\_\_\_  
Camp Director Signature/Date

\_\_\_\_\_  
Service Unit Manager Signature/Date

\_\_\_\_\_  
Membership Manager Signature/Date