



Cub Scout and Webelos Resident Camp Unit Pre-Camp Checklist

Request Your Unit Committee To:

- ___ Prepare and distribute a **unit summer camp information pack** to include information on Pipsico, travel plans, medical forms, power of attorneys and equipment lists.
- ___ Arrange **transportation** to camp.
- ___ Visit homes of Scouts who are not signed up for camp and encourage them to attend.
- ___ **Collect all fees** and forward them to the Tidewater Council.
- ___ File a **Council Tour Permit** with the Council Service Center (if required).

At a Den or Pack Meeting:

- ___ Review the programs with your Scouts & Parents.
- ___ Review the equipment list with your families.

At a Meeting of Your Pack Leaders:

- ___ Review **unit equipment lists**.
- ___ Review **travel plans**.
- ___ Review **program opportunities**.

At a Parents' Meeting Held at Least Two Weeks Prior to Camp:

- ___ **Confirm travel plans** both to and from camp.
- ___ **Check on progress towards medical examinations** and follow up on any problems.
- ___ Review program opportunities.
- ___ Make sure you have a completed medical (with power of attorney) for each Scout and adult.
- ___ Make sure you have a completed the Media Release form for each Scout and adult (on annual medical exam form).
- ___ Prepare the Camp Roster (included in this guide).
- ___ Make sure you have any receipts received for payment of camp fees and that you have cash or checks for the balance of any fees due for payment at camp.
- ___ Before pulling out of the parking lot to leave for camp make sure that you have everyone that is going, all of the unit's and the individuals' equipment, and that you have the medicals.