



Girl Scouts – North Carolina Coastal Pines
 PO Box 91649, Raleigh, NC 27675-1649
 919-782-3021 or 800-284-4475

RESERVATION FORM FOR THE TROOP ROOM AT RALEIGH SERVICE CENTER

Please complete and submit to Angela Cobb, receptionist, at the Raleigh Service Center to reserve the Troop Room. Reservations will be on a first come, first-served basis. Reservations can be made no earlier than six months prior to the date reserved. No phone reservations will be accepted.

Check space needed:

- Breezeway
- Troop Room for meeting (Monday through Thursday)
- Troop Room for overnight [] \$20.00 per night for Girl Scouts
 (Enclose a check made payable to Girl Scouts – North Carolina Coastal Pines)

Adult in Charge: _____ Girl Scout Position: _____

Address _____ City: _____ Zip: _____

Email Address _____

Phone #: Home (_____) _____ Other: (_____) _____

Troop #: _____ Program Level: _____ Area #: _____ County _____

Date(s) 1st choice ____/____/____ 2nd choice ____/____/____

Arrival Time: _____ Departure Time: _____
check-in time 2:00 p.m. or later check-out time 12:00 p.m. or later

of Girls _____ # of Adults _____ #of Non Girl Scouts (day use only) _____

Name of First Aider _____ Date of Certification ____/____/____

For Council use only

Date request received: ____/____/____

Room available: _____ Yes _____ No

Confirmation sent: ____/____/____

Key #: _____