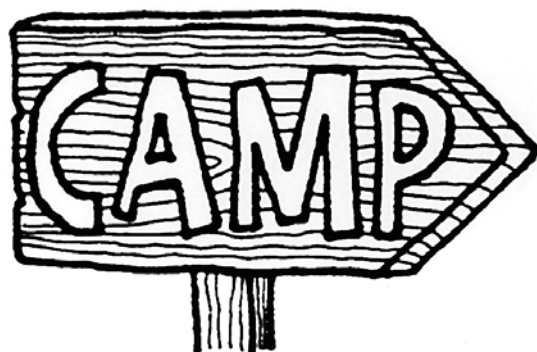


Girl Scouts- North Carolina Coastal Pines  
PO Box 91649, Raleigh, NC 27675-1649  
919-782-3021; 800-284-4475



# CAMPSITE MANUAL



**Information about:**

Camp Graham  
Camp Hardee  
Camp Mary Atkinson  
Camp Mu-Sha-Ni  
Camp Pretty Pond  
The Homestead  
Raleigh Service Center

Girl Scouts - North Carolina Coastal Pines is excited to produce our *revised* campsite manual. In this manual, you will find information about our six council campsites and the Raleigh Service Center.

**This CAMPSITE MANUAL is designed:**

- To provide campsite information and reservation procedures;
- To assist troop and group leaders in selecting and reserving sites appropriate for their needs;
- To provide a handy reference of selected site-use practices for Girl Scouts- North Carolina Coastal Pines campsites.

We hope this book will help you learn about the Council Properties and that you will choose to visit one of them this year.


Each of our campsites offers troops/groups a unique opportunity and experience. Your group could choose to tackle the Alpine Tower at Camp Mary Atkinson or do the Team Challenge Course at The Homestead. Explore the shores of Kerr Lake at Camp Graham or the shores of the Pamlico River at Camp Hardee. At Camp Pretty Pond, your group can see the power of conservation of our natural lands while investigating the beauty of the camp. At Camp Mu-Sha-Ni, learn the legend of the Yellow Feather while enjoying the scenic nature of the camp.

Happy Camping!

**For camp reservation forms and checklists, go to:**

[www.nccoastalpines.org/home/camps/yearround.aspx](http://www.nccoastalpines.org/home/camps/yearround.aspx)

## MILEAGE TO CAMPS

 <b>girl scouts</b> north carolina coastal pines	<b>RALEIGH</b>	<b>FAYETTEVILLE</b>	<b>GOLDSBORO</b>	<b>CAMP GRAHAM</b>	<b>CAMP MARY ATKINSON</b>	<b>CAMP MU-SHA-NI</b>	<b>HOMESTEAD</b>	<b>CAMP HARDEE</b>	<b>CAMP PRETTY POND</b>
<b>RALEIGH</b>	<b>0.0</b>	76.3	63.3	58.2	37.8	93.5	41.1	125.5	158.3
<b>FAYETTEVILLE</b>	76.3	<b>0.0</b>	73.2	115.4	62.8	50.6	98.3	142.5	99.3
<b>GOLDSBORO</b>	63.3	73.2	<b>0.0</b>	90.9	32.9	133.2	57.7	67.5	115.4
<b>CAMP GRAHAM</b>	58.2	115.4	90.9	<b>0.0</b>	63.4	150.2	30.6	144.3	205.7
<b>CAMP MARY ATKINSON</b>	37.8	62.8	32.9	63.4	<b>0.0</b>	108.6	28.8	89.7	149.0
<b>CAMP MSN</b>	93.5	50.6	133.2	150.2	108.6	<b>0.0</b>	120.6	207.8	165.1
<b>HOMESTEAD</b>	41.1	98.3	57.7	30.6	28.8	120.6	<b>0.0</b>	108.4	188.7
<b>CAMP HARDEE</b>	125.5	142.5	67.5	144.3	89.7	207.8	108.4	<b>0.0</b>	146.3
<b>CAMP PRETTY POND</b>	158.3	99.3	115.4	205.7	149.0	165.1	188.7	146.3	<b>0.0</b>

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**Girl Scouts- North Carolina Coastal Pines Properties at a Glance**

Camp/Unit	Type of Unit	Max Capacity	Closed in Winter	Accessibility to Campers with Disabilities	Flush toilets	Pit latrines or Port potties	Drinking water	Full Kitchen	Shower	Fire Circles	Heat	Air Conditioning	Sleeping Arrangements
<b>Camp Graham</b>													
Whippoorwill	10 tents	40	X	X	X		X		X	X			Cots/Mattresses
Holly Hill	7 cabins	42	X		X		X		X	X			Cots/Mattresses
Trailblazer	7 Cabins	42	X		X		X		X	X			Cots/ Mattresses
Kay MacGavran	7 tents	28	X			X	X		X	X			Cots/ Mattresses
Staff Tents	4 tents	16	X			X	X		X	X			Cots/ Mattresses
CIT Cabin	1 cabin	8	X		X		X		X				Cots/ Mattresses
Staff House	1 building	20			X		X	X	X	X	X	X	Mattresses
	<b>Total</b>	<b>194</b>											
<b>Camp Hardee</b>													
Rotary Lodge	1 building	30		X	X		X	X	X	X	X	X	
Crisp Cabin	1 cabin	10		X	X		X	X	X	X	X	X	Cots/ Mattresses
Cabin One	1 cabin	8		X						X	X	X	Cots/ Mattresses
Cabin Two	1 cabin	16		X						X		X	Cots/ Mattresses
Cabin Three	1 cabin	8		X						X		X	Cots/ Mattresses
Cabin Four	1 cabin	8		X						X		X	Cots/ Mattresses
Cabin Five	1 cabin	8		X						X		X	Cots/ Mattresses
Cabin Six - Ten	5 cabins	8		X						X	X	X	Cots/ Mattresses
	<b>Total</b>	<b>128</b>											
<b>Camp Mary Atkinson</b>													
Owl Hollow	5 cabins	40	X	X	X		X		X	X			Cots/ Mattresses
Raccoon Loft	6 Cabins	36	X		X		X		X	X			Cots/ Mattresses
Fox Leap	7 tents	28	X		X		X		X	X			Cots/ Mattresses
Lady Slipper	10 tents	40	X	X	X		X		X	X			Cots/ Mattresses
CIT Tent	4 tents	16	X		X		X		X	X			Cots/Mattresses
Staff House	1 building	20			X		X	X	X	X	X	X	Mattresses
	<b>Total</b>	<b>180</b>											
Leadership Center	1 building	200		X	X		X	X			X	X	None
<b>Camp Mu-Sha-Ni</b>													
Red Bird	5 tents	20	X		X		X		X	X			Cots/Mattresses
Blue Bird	5 tents	20	X		X		X		X	X			Cots/Mattresses
Turkey Hollow	10 tents	40	X	X	X	X	X		X	X			Cots/Mattresses
Chalfant Shelter	1 building	16		X	X		X		X	X	X	X	Mattresses
Troop House	1 building	30		X	X		X	X	X	X	X	X	Mattresses
Spotted Fawn	4 tents	16	X		X		X		X	X			Cots/Mattresses
Fox Squirrel Den	3 tents	12	X		X		X		X	X			Cots/Mattresses
Painted Tree	3 tents	12	X		X	X	X		X	X			Cots/Mattresses
Tent Camping	Field				X		X		X	X			
	<b>Total</b>	<b>166 plus field</b>											
<b>Camp Pretty Pond</b>													
Old Lodge	1 building	20			X		X	X	X	X	X	X	Cots/Mattresses
Merrimac/ Unit 1	6 cabins	36		X	X	X	X		X	X			Cots/Mattresses
Pine Lodge	1 building	30		X	X		X	X	X	X	X	X	Mattresses
Queen Mary/ Unit 2	5 cabins	30		X	X	X	X		X	X	New cabins	New cabins	Cots/Mattresses
Titanic/ Unit 3	8 tents	32		X	X		X		X	X			Cots/Mattresses
Primitive Camping						X	X			X			
Chef's Cabin	1 cabin	8	X		X		X		X	X			
Infirmary	1 cabin	6	X	X	X		X		X				Cots/Mattresses
	<b>Total</b>	<b>162</b>											
<b>The Homestead</b>													
The Lodge	1 building	30		X	X		X	X	X	X	X	X	Mattresses
Tree Houses	9 buildings	36		X	X	X	X		X	X			Cots/Mattresses
Primitive Camping													
	<b>Total</b>	<b>66</b>											



## **APPLYING FOR USE OF A COUNCIL CAMPSITE**

After referring to *Safety Activity Check Points* <http://www.nccoastalpines.org/home/volunteer/Safety.aspx> and reviewing the program and safety standards, please select a Council site that will best suit the needs of your group.

### **EACH TROOP USING A CAMPSITE MUST SUBMIT A SEPARATE APPLICATION FORM.**

The Council requests that tagalongs (not a registered Girl Scout) do not attend troop or group camping programs.

1. Fill in the application form (OPG416) completely. Incomplete information will delay processing and result in the troop not being placed on the site requested, given the dates preferred, or having access to onsite program equipment or facilities. All applications are processed on a first come, first serve basis.
2. Submit the completed application with the appropriate fee (see **Girl Scout Campsite Usage Fees**) to the Girl Scout Service Center on or after the opening dates listed below:

#### **Registration Opens:**

May 1st  
December 1st

#### **For Use:**

September through February  
March through August

3. Applications will also be accepted after the opening dates, if received at least **two weeks prior** to the requested camping date. If a group cannot be placed, it will be put on a waiting list, and the leader notified. Only one application per troop, per site, will be considered until all other troops have been assigned. Placement will depend on availability of sites.
4. Confirmation for all campsites will be made in a timely manner. Each group will be mailed or emailed a complete confirmation packet.
5. Two weeks after the opening dates, if space is available, sites will be made available for use by out-of-council troops, staff, other non-profit, or community groups.

Every effort will be made to place groups based on their choices listed on the application form. **Troops or small groups are not guaranteed exclusive use of a campsite.** All program activities being held on Council campsites must go through the reservation process.

### **FEES**

#### **Deposits**

One half of the total fees due must be sent in as a **non-refundable** deposit with the campsite application form. If your requested campsite date is less than four week away, then the full payment is due upon submitting your application form. No reservations will be made without an application form and deposit.

#### **Balance Due**

The remaining balance of camp usage fees is due four weeks prior to reservation date. If fees are not received and no other payment arrangements made four weeks prior, then your reservation will be cancelled and your group will also be charged the remaining balance.

#### **Cancellations/Transfer**

If your troop or event is unable to use their reservation date, please notify the Council **in writing** at least four weeks in advance of reservation date. The deposit can be transferred to another camping date in accordance with the opening dates for campsite reservations. If your cancellation is not received in writing four weeks in advance of the reservation date, then your troop or event will forfeit the deposit and will also be charged the remaining balance.

**EACH TROOP LEADER MUST SUBMIT A CHECK-IN PASS FORM, TO THE RANGER UPON ARRIVAL.**

Please complete the Troop check-in pass form immediately upon arriving at camp; the Ranger will collect it when he/she checks you in. Troop will not be allowed to use the Campsite without completing this form.

**Check-In and Check-Out (Times)**

Check-in time is 2:00 p.m. or later on the day of arrival. Check-out time is 12:00 p.m. or earlier on the day of departure. Later check-out times may be arranged based on availability, however additional fees will apply if you decide to stay later.

**Area/Service Unit Events**

Area/Service Units may reserve any campsite up to one year in advance and cannot use the same camp for more than one event per season. Event Directors must confirm registration numbers prior to the four-week cancellation deadline. Directors are also responsible for checking in with Ranger upon arriving at camp.

**Program and Training Department**

Program and Training departments may schedule sites or facilities at any time.

**Availability of Units**

Please see camp descriptions or Properties at a glance chart for more information on seasonal use.

**Holidays**

All camps will be closed on designated council holidays, except for council-sponsored events.

**Damage**

The group will be charged for repairs or replacements costs for damage beyond normal wear.

**BEFORE YOU LEAVE** Please arrange a time for the Ranger to check your unit. You should also have the **Check- out list form**, ready to be turned in to the Ranger.

## Girl Scout Equipment fees (effective October 1, 2010)

The equipment fees listed below are effective as of October 1, 2010. Copies of current certification must be submitted four weeks prior to your reservation date.

**Boating/Waterfront** at Camp Graham, Hardee, Mary Atkinson, Mu-Sha-Ni, and Pretty Pond

User group must provide qualified instructor(s).

<b>Waterfront equipment</b>	\$10.00 per (2 hour segments)
-----------------------------	-------------------------------

**Archery** at Camp Graham, Hardee, Homestead, Mu-Sha-Ni, and Pretty Pond

User group must provide certified archery instructor(s).

<b>Archery equipment</b>	\$10.00 per (2 hour segments)
--------------------------	-------------------------------

**Pool** at Camp Hardee, Mary Atkinson, and Pretty Pond

User group must provide certified lifeguard(s) and watchers.

<b>Pool use</b>	\$25.00 per (2 hour segments)
-----------------	-------------------------------

**Alpine Tower** at Camp Mary Atkinson. (Minimum age 10 yrs): Troop/Group must pay additional facilitator fee.

	<b>Troop Use</b>	<b>Area/Service Use</b>
<b>Equipment use</b>	\$40.00 per day	\$80.00 per day

**Grotto** at Camp Mary Atkinson: (No minimum age required) Adult supervision is required by a Troop Leader.

	<b>Troop Use</b>	<b>Area/Service Use</b>
<b>Equipment use</b>	No fee	No fee

**Team Challenge Course** at the Homestead: (Minimum age 10 yrs.) (Minimum of 8 people) Groups over 15 will be divided.

	<b>Half Day (4 hrs or less)</b>	<b>Full Day</b>
<b>Equipment use</b>	\$20.00 per group	\$40.00 per group

**Climbing Wall** at the Homestead: (Minimum age 12 yrs.) (Minimum of 8 people) Groups over 15 will be divided.

	<b>Half Day (4 hrs or less)</b>	<b>Full Day</b>
<b>Equipment use</b>	\$20.00 per group	\$40.00 per group

**High Ropes** at the Homestead (Minimum age 12 yrs.) (Minimum of 8 people) Groups over 15 will be divided.

A high ropes instruction class (about 2 hrs) is required before the group begins the High Ropes course.

After fitting safety equipment and completing the class, groups will begin the High Ropes activity.

	<b>Half Day (4 hrs or less)</b>	<b>Full Day</b>
<b>Equipment use</b>	\$40.00 per group	\$80.00 per group

**Assumption of risks and authorization of emergency services for the Alpine tower, Team challenge course and High ropes course must be complete (Girls ages 10 -18 years old) and submitted to the facilitator on the day you are scheduled to climb. Girls will not be able to climb without a completed waiver on file.**

Equipment and facility fees will be transferred if the event is cancelled at least four weeks in advance.

## Girl Scout Campsite Usage Fees (effective October 1, 2010)

	Troop Fees			Area/Service Unit Events
	Units	Per Night	Day Use	Entire Camp Fees
<b>Camp Mary Atkinson</b>	Tent Unit	\$20.00		\$120.00 per night Includes: (Tent and Cabin Units, Craft House, Program Building, Staff House, and Field only.)
	Cabin Unit	\$25.00		
	Staff House	\$30.00		
	Field	\$15.00	\$10.00	
	Program & Craft Building	N/A	\$30.00	
	Waterfront area	N/A	\$10.00 (per 2 hour)	
	Leadership Center	N/A	\$100.00 (4hrs or less) \$200.00 (All day)	
	Commercial Kitchen	N/A	\$50.00 (4hrs or less) \$75.00 (All day)	
<b>Camp Graham</b>	Tent Unit	\$20.00		\$120.00 per night Includes: (Tent, Cabin Units, and Dining Hall only.)
	Cabin Unit	\$25.00		
	Staff House	\$30.00		
	Field	\$15.00	\$10.00	
	Dining Hall		\$30.00	
	Waterfront area	N/A	\$10.00 (per 2 hour)	
<b>Camp Mu-Sha-Ni</b>	Tent Unit	\$20.00		\$120.00 per night Includes: (Tents, Chalfant Shelter, and Field only.)
	Chalfant Shelter	\$30.00		
	Field	\$15.00	\$10.00	
	Waterfront area	N/A	\$10.00 (per 2 hour)	
	Troop House	\$60.00		
<b>Camp Hardee</b>	Rotary Lodge	\$40.00		\$120.00 per night Includes: All units
	Crisp Cabin	\$30.00		
	Cabin 2-5 or 7-10	\$20.00		
	Cabin 1 or 6	\$40.00		
	Edith Davenport Shelter	N/A	\$5.00	
	Craft Shelter	N/A	\$5.00	
	Primitive Camping	\$5.00	\$5.00	
<b>The Homestead</b>	The Lodge	\$25.00		\$60.00 per night Includes: All units
	Welcome Shelter	N/A	\$5.00	
	Tree House Shelter*	N/A	\$5.00	
	Tree houses – price is per Tree House	\$4.00		
	Field	\$15.00	\$10.00	
	Primitive Camping	\$5.00	\$5.00	
	Stage	N/A	\$5.00	
<b>Camp Pretty Pond</b>	Old Lodge	\$25.00		\$120.00 per night Includes: All units
	Pine Lodge	\$25.00		
	Merrimac/Unit 1-Cabins	\$30.00		
	Queen Mary/Unit 2-Cabins	\$50.00		
	Titanic/Unit 3-Tents	\$20.00		
	Galley	N/A	\$50.00	
	Chef's Cabin	\$15.00		
	Primitive Camping	\$5.00	\$5.00	

\*The Tree house Shelter is only available to rent if the Tree Houses are not occupied.

One half of the total fee due must be sent in as a non-refundable deposit with the campsite reservation form. No reservation will be made without an application form and deposit.



**APPLICATION FOR USE OF COUNCIL CAMPSITE**

**ONE FORM FOR EACH TROOP OR GROUP**

NOTE: Please read **Applying for Use of Council Campsites before completing this form.** (Please Print)

TROOP # \_\_\_\_\_ GRADE LEVEL: \_\_\_\_\_ AREA/SERVICE UNIT: \_\_\_\_\_ COUNTY \_\_\_\_\_

ADULT IN CHARGE: \_\_\_\_\_ POSITION: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: HOME ( \_\_\_\_\_ ) \_\_\_\_\_ OTHER: ( \_\_\_\_\_ ) \_\_\_\_\_

**SITE PREFERRED:**

Please list your first, second, and third choices for campsites. Then under each, please list, in order, your three choices for the facility/unit at each camp that you would like to use. Put "All camp" if you are interested in reserving the entire campsite.

EXAMPLE	1st Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice
Camp: <b>Pretty Pond</b>	Camp Name: _____	Camp Name: _____	Camp Name: _____
List Unit Choices:	List Unit Choices below	List Unit Choices below	List Unit Choices below
<b>1<sup>st</sup> Old Lodge</b>	1 <sup>st</sup> _____	1 <sup>st</sup> _____	1 <sup>st</sup> _____
<b>2<sup>nd</sup> Merrimac</b>	2 <sup>nd</sup> _____	2 <sup>nd</sup> _____	2 <sup>nd</sup> _____
<b>3<sup>rd</sup> Queen Mary</b>	3 <sup>rd</sup> _____	3 <sup>rd</sup> _____	3 <sup>rd</sup> _____

1st choice: **ARRIVAL:** (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_

**DEPARTURE:** (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_

2<sup>nd</sup> choice: **ARRIVAL:** (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_

**DEPARTURE:** (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_

All choices **ARRIVAL (Time)** \_\_\_\_\_

**DEPARTURE (Time)** \_\_\_\_\_

(Check-in: 2:00 p.m. or later on day of arrival)

(Check out: 12:00 noon or earlier)

**ESTIMATED # ATTENDING:** Girls: \_\_\_\_\_ Adults: (Female) \_\_\_\_\_ (Male) \_\_\_\_\_ Non-Scouts: \_\_\_\_\_

**REQUEST FOR ON-SITE EQUIPMENT**

Please see site descriptions for available items. Include: Cooking, Sports, Boats, Kayaks and other equipment. Please provide the following equipment for our use. (Indicate number needed)

(10) Name of item \_\_\_\_\_, ( ) \_\_\_\_\_, ( ) \_\_\_\_\_, ( ) \_\_\_\_\_

( ) \_\_\_\_\_, ( ) \_\_\_\_\_, ( ) \_\_\_\_\_, ( ) \_\_\_\_\_

Our plans for this event includes: \_\_\_\_\_

Will you have any campers with special needs? If yes, please list: \_\_\_\_\_

**SMOKING:** Effective January 1, 2010, the use of tobacco is not permitted on Girl Scout property.

Alcohol, drugs, or firearms are not permitted on our sites.

Please list the person(s) who currently meet Council Policy requirements and will be participating in this event.  
**Copies of current certifications must be attached to this application.**

Person who is Troop Camp Certified: \_\_\_\_\_ Date Trained \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Please submit copy of training record**

Person who is First Aid and CPR Certified: \_\_\_\_\_ Date Trained \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Please submit copy of FA/CPR cards**

**REQUEST FOR ON-SITE FACILITIES**

Pool       Alpine Tower       Grotto       Waterfront Area       Archery

Requested Date: \_\_\_\_\_ Requested Time: \_\_\_\_\_ to \_\_\_\_\_ # of People: \_\_\_\_\_

Waterfront activities: who is (are) the qualified lifeguard(s) and boating instructors?

Name \_\_\_\_\_ Expir. Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Name \_\_\_\_\_ Expir. Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Please submit copies of certification(s) four weeks prior to your reservation date.**

Archery: who is the Certified Archery instructor?

Name \_\_\_\_\_ Expir. Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Date trained \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Please submit copies of certification(s) four weeks prior to your reservation date.**

The following facilities are available at the Homestead campsite only.

High Ropes       Team Challenge Course       Climbing Wall

Requested Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Requested Time: \_\_\_\_\_ to \_\_\_\_\_ # of People: \_\_\_\_\_

**APPLICATIONS WILL NOT BE CONSIDERED WITHOUT PROOF OF CERTIFICATIONS**

(The Council requests that tagalongs (not a registered Girl Scout) do not attend troop or group camping programs.)

**AGREEMENT:**

I have read and understand the Policies and the Guidelines for Use of Girl Scouts – NC Coastal Pines Council Campsites. I understand that we will be responsible for adhering to the policies and following the guidelines while we are there. I further understand that the Ranger has the responsibility to administer these policies and guidelines, and the authority to take the necessary action to uphold them.

Signature of Adult in Charge: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Card Holder Name: _____	Signature _____
Charge my: Visa or MasterCard    Expiration Date: ____/____/____	Amount to Charge: \$ _____    Deposit: \$ _____    Payment in Full \$ _____
Account # _____	____/____/____
<b>(Applications will not be accepted without a deposit.)</b>	

Application Complete: yes <input type="checkbox"/> no <input type="checkbox"/>	Confirmation Sent: _____	Check # _____	
Amount Paid: _____	Date _____	Amount Due _____	Date _____

Mail this to: Girl Scouts- North Carolina Coastal Pines    Or    Email: camp\_reservations@nccoastalpin.es.org

Attention: Campsite Reservations  
P.O. Box 91649  
Raleigh, NC 27675

**TROOP CHECK-IN PASS**

**Each troop must submit this check-in pass to the Ranger upon arrival.**

Please complete this form immediately upon arriving at camp, the Ranger will collect it when he/she checks you in. Troop will not be allowed to use the Campsite without completing this form. The data will be used to help fund our camp programs, and show the usage of our properties.

Adult in Charge: \_\_\_\_\_ Area # \_\_\_\_\_ Troop # \_\_\_\_\_

Camp Used \_\_\_\_\_ Unit name: \_\_\_\_\_ Date: From \_\_\_\_\_ To \_\_\_\_\_

**Friday (Overnight) Participants only**

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

**Saturday (Overnight) Participants only**

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

**Additional (Overnight) stay**

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

**Participants who did not spend the night**

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

Thanks for your cooperation.

## EVENT ATTENDANCE REPORT

**Each Event Director must complete this form and submit it to the Camp Ranger before they leave the campsite.**

Information should be compiled from each Troop attending the event. Failure to return this form may prevent your group from using the campsite in the future. This information will be used to help fund our camp programs, and show the usage of our properties.

Adult in Charge: \_\_\_\_\_ Area # \_\_\_\_\_ Date: From \_\_\_\_\_ To \_\_\_\_\_

Camp Used \_\_\_\_\_ Unit name: \_\_\_\_\_

### Friday (Overnight) Participants only

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

### Saturday (Overnight) Participants only

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

### Additional (Overnight) stay

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

### Participants who did NOT spend the night

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Males							
Non-Girl Scouts							
<b>Total</b>							

Thanks for your cooperation.



**CAMP GRAHAM**  
**334 Regional Water Land**  
**Henderson, NC 27537**

**American Camp Association Accredited Camp**

**LOCATION:** Camp Graham is located on Kerr Lake in Vance County. Here, campers can explore 155 acres of forest, lake coves and fields. Camp Graham has a semi-private cove for canoeing, kayaking and sailing. There are many open spaces at camp that can be used for large group activities. For weekend camping, Camp Graham can house 193 campers in two tent, two cabin units, the staff house and CIT Hut. Resident Camp and Group Camp are currently conducted at Camp Graham during the summer months. Camp Graham is a great place to explore the lake and water surrounding it.

**FACILITIES**

**Holly Hill** – Cabins - Capacity 42

Holly Hill is nestled in the trees, within sight of Kerr Lake. There are 7 cabins with six cots and mattresses in each cabin. The unit shelter has electricity, tables, chairs, fire place, and fans inside; with a charcoal grill, picnic tables, electricity and a refrigerator under the porch area. There are two fire circles to use for cooking or enjoying the fire for s'mores. Adjacent to the unit shelter is an open air shower house with four showers stall, a multi-faucet trough style sink and dish washing sink.

- 7 - Cabins - with 6-cots and mattresses in each cabin
- Unit Shelter with fireplace, tables and chairs, refrigerator, and electricity
- Wash House – flush toilets and warm water showers
- Fire Circles with benches and cook rings
- Closed in the winter

**Trailblazer** – Cabins - Capacity 42

Trailblazer is located beyond Holly Hill among the trees; it is close enough to the main camp for comfort yet far enough for some privacy. There are 7 cabins with six cots and mattresses in each cabin. The cabins form a circle around the unit shelter. The unit shelter has electricity, tables, chairs, an indoor and outdoor fireplace, and a small patio outside. Off the patio is a storage area with a refrigerator. To the right when you enter the unit is an open air shower house with four shower stalls, a multi-person sink and dishwashing sink. Further back to the right of the unit shelter is the toilet house with four toilets and a hand washing sink. There are two fire circles & picnic tables located within this unit. Trailblazer has a large open grassed area nearby for games, etc.

- 7 - Cabins - with 6-cots and mattresses in each cabin
- Unit Shelter with fireplace, tables and chairs, refrigerator, and electricity
- Wash House - flush toilets and warm water showers
- Fire Circles with benches and cook rings
- Closed in the winter

**Whippoorwill** – Platform Tents - Capacity 40

Whippoorwill is located in the middle of the camp where all major buildings can be seen; not far from the boat house. You can hear the small waves of Kerr Lake coming to shore as you lay in your tent at night. This unit consists of 10 platform tents with four cots and mattresses that wraps around a fire circle. Also included in this unit is a unit shelter with electricity, tables, chairs, fans, and an indoor and outdoor fireplace and outside patio. Located behind the unit shelter is an open air shower house with four showers, multi-faucet trough style sink, and dishwashing sink. Further behind the shower house is the wash house with four flush toilets. There are three fire circles located in this unit. Whippoorwill is an ADA accessible unit.

- 10 – Platform Tents - with 4-cots and mattresses in each tent
- Unit Shelter with fireplace, tables and chairs, refrigerator, and electricity
- Wash House - flush toilets and warm water showers
- Fire Circles with benches and cook rings
- One tent, toilet and shower accessible to campers with disabilities
- Closed in the winter

### **Kay McGavran** - Platform Tents - Capacity 28

Kay McGavran is located away from the other units across a cove that is connected by the swinging bridge to the main camp. There are 7 platform tents with four cots and mattresses in each tent that form a semi-circle around a fire-circle. Also available is an open style unit shelter with electricity, picnic tables & refrigerator. The shower house is located just down the hill & toward the lake & has four showers & a multi-person sink. There are two portable toilets, fire/cooking ring and picnic tables. Kay McGavran is a popular place to stay because of the swinging bridge, privacy and other great amenities. It is a great place to gaze at the stars and listen to the sounds of the water rippling against the beach.

- 7 – Platform Tents - with 4-cots and mattresses in each tent
- Open style unit shelter with picnic tables, refrigerator, and electricity
- Portable toilets
- Fire Circles with benches and cook rings
- Closed in the winter

### **Staff Tents** – Capacity 16

The Staff Tents are located between the infirmary & swinging bridge where you have a great view of the lake and the swimming & boating areas. The CIT tents are kept cool during the hot summer by the constant lake breeze that blows through the tents. There are four tents with four cots and mattresses in each tent. In the middle of the circle of tents is a fire circle for cooking, and a picnic table is located nearby. There are two portable toilets close to the staff tents and open roof warm water showers located next to the infirmary.

- 4 – Platform Tents - with 4-cots and mattresses in each tent
- Portable toilets
- Fire Circle with benches
- Closed in the winter

### **Staff House** –Capacity 20

The Staff House is located next to the office on the main camp road where you can see the lake from the front yard. The staff house consists of an open room with a fireplace, tables, chairs and couches (very cozy). The mattresses are kept in the storage closet and can be taken out and spread on the floor for sleeping. Included in the kitchen are pots, pans, dishes, utensils, refrigerator with icemaker, microwave, stove and dishwashing sink. The staff house is a great place to be during the cold winter months. You can use the fireplace to keep warm and toasty.

- Mattresses are placed on the floor
- Kitchen with stove/refrigerator, flush toilets and showers
- Fire circle with benches, cook ring and grills.

**Available during the winter**

### **Dining Hall** – Capacity 100 (for Day use only)

The Dining Hall is a focal point for camp. There is room for 100 people. It is a great place for large groups to check in campers and can also accommodate some of your larger group activities. However, the Kitchen facility is not available for groups to use.

### **CIT Cabin** – Capacity 8

The CIT Cabin is located next to the Dining Hall against the trees. The sleeping areas are located at each end of the cabin with the shower and toilet located in the middle. There are eight cots and mattresses in the cabin. It is great for a small group outing.

- One Cabin – with 8 cots and mattresses.
- Closed in the winter

**Infirmary** – Capacity 4 - May be reserved for events only.

**Office** – Capacity 4 - May be reserved for events only.

### **Outdoor Shelter**

The Outdoor Shelter is located on the big field behind the Amphitheater. This is the place for doing arts and crafts, especially the messy ones. This shelter has a gravel floor & water spigot close by for easy cleaning. Electricity is available.

**Primitive Camping Areas** – Several areas have been designated for groups that would like to bring and pitch their own tents at camp. Come and enjoy the full experience of outdoor camping as you sleep underneath the stars.

**Trails** - Breezy Creek Trail begins at Kay McGavran shelter and loops through the woods to the south point. The Clover Field Trail begins at the far North corner of camp off of the road to Trailblazer and returns to the field.

### **Amphitheater**

The Amphitheater is located in a grove a trees. There is a large stage and log seating for 150 people. It is great for talent shows or songs. You can enjoy looking at the beautiful night sky in the field that is close by.

**Firewood** – Dry firewood is available year round at all fire rings and cook pits.

**Ice** - Ice is available on-site.

**Trash** - Trash will be removed

**Winter Camping** - Staff house only.

**Smoking** - Effective January 1, 2010, the use of tobacco is not permitted on Girl Scout property. Alcohol, drugs or firearms are not permitted on our sites

**Speed limit** - For the safety of all girls and adults, please obey all in-camp speed limits.

**Telephone** - For **emergency** use only: (252) 492-1478.

This is the Ranger's office. A message will be relayed to the group leader.

## Equipment list for Camp Graham

**Copies of current (Waterfront/Archery) certifications must be submitted to the Council office four weeks prior to your campsite reservation. No equipment will be issued without prior approval. All equipment is subject to availability.**

There are no facilities for launching boats that do not belong to Girl Scouts – North Carolina Coastal Pines.

### **Swimming and Boating Docks**

The Waterfront area has a magnificent view of Kerr Lake and is a semi-private cove. There is an H dock that can be used for swimming, as well as a T dock for canoeing and sailing. The Waterfront area can be reserved only if someone with the group has small craft safety training (Refer to: *Safety Activity Check Points* <http://www.nccoastalpines.org/home/volunteer/Safety.aspx> )

The following equipment must be reserved (in advance) from the Council office (For cost -see Equipment fees chart)

**Waterfront** equipment – 11 Canoes (2 person) with paddles and life jackets  
7 Kayak (1 person) with paddles and life jackets  
18 Sunfish sailboats with life jackets

**Archery** equipment – 6 Targets and 10 Bows

The following equipment must be reserved (in advance) from the Council office (No cost)

**Sport** equipment – (max limit) Choice of 2 different items per Troop:

Basketballs w/goal	Volleyballs, Volleyball net
Baseball equipment	Soccer balls
Earth ball	Parachute

**Cooking** equipment – (max limit) 2 of each item per Troop:

Utensil sets (long-handled fork, spoon, spatula and tongs)  
Dutch ovens  
Griddles

**Activity kits** - Linking Girls to the Land day packs (1 per troop)

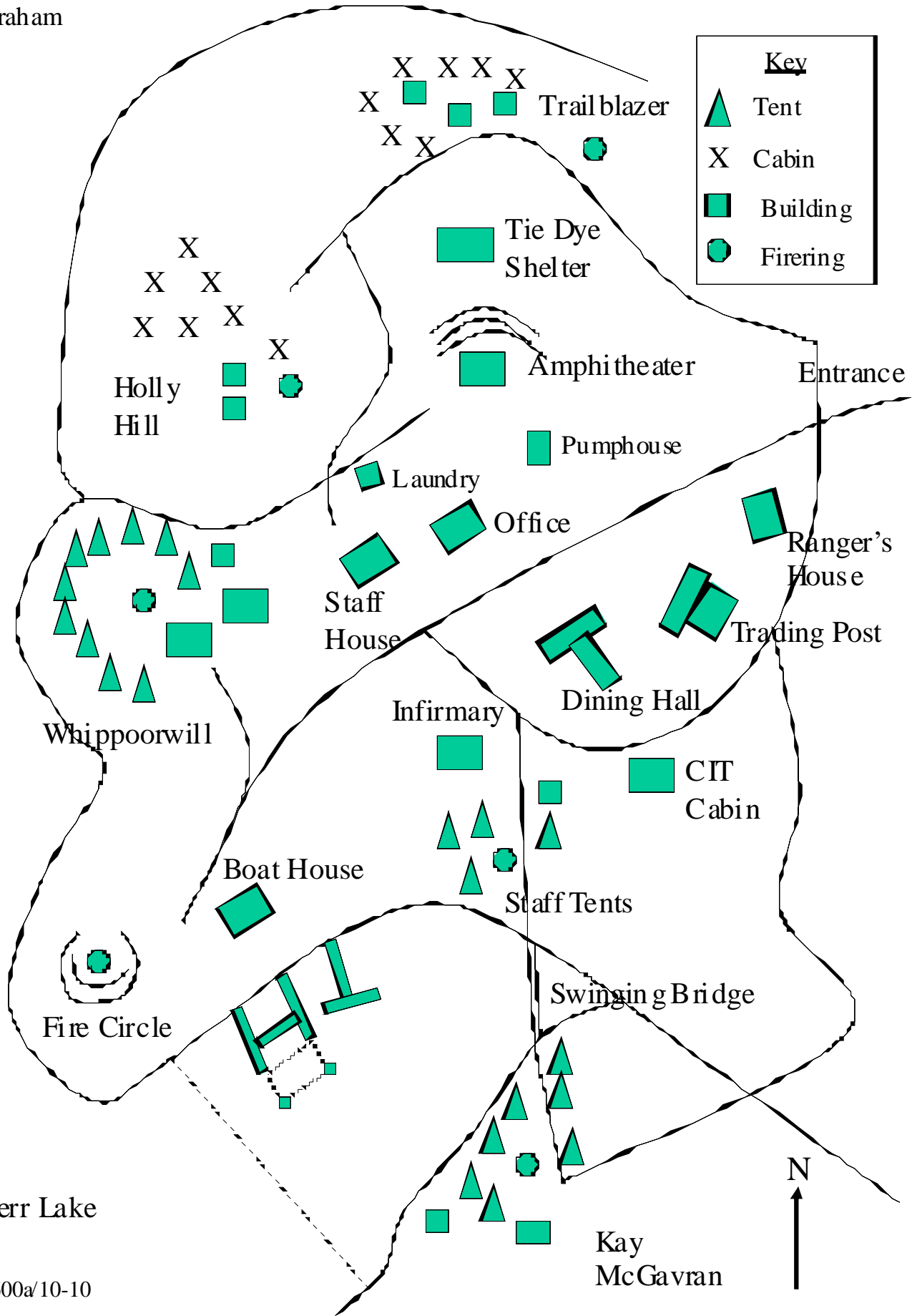
Beaks and feathers	Look up at the sky
Bugs are beautiful	Needles and Cones
Habitat is home	Water, Water Everywhere

**Camping** equipment – Each unit contains the following equipment (No cost):

1 brooms  
1 shovels  
2 buckets (1 each sand and water)  
1 brushes for toilets  
1 hose  
1 Fire extinguisher

**Sports** - There is plenty of open space at Graham for games and sports. There is a basketball goal and a place for volleyball.

# Camp Graham



OPG 600a/10-10



**CAMP HARDEE**  
**752 Camp Hardee Road**  
**Blounts Creek, NC 27814**

**Accredited by the American Camp Association**

**LOCATION**

Camp Hardee is located southeast of Chocowinity and Washington, N.C., on the south side of the Pamlico River. The site consists of 96 acres with river frontage, woodlands, and some open areas. Resident Camp is currently conducted on this site in the summer.

Camp Hardee has the capacity to accommodate 82 campers. Additional campers may use the units – if they provide their own tents/beds and if more portable toilets are added. Existing facilities that can be used are the Rotary Lodge, Cabin units and even a place to pitch your own tents.

**FACILITIES**

**Rotary Lodge:** Capacity overnight is 30 – (82 for daytime use only)

This unit consists of a large multi-purpose room that can be used as a meeting space (15 dining tables, 85 chairs, /VCR/DVD TV Player) or for a cozy overnight stay. The unit has a fireplace and a HVAC system. Mattresses are only available from November 25 through April 1<sup>st</sup> : any other times groups are reasonable for bringing their own air mattresses or sleeping bags. It is equipped with two bathrooms: One room has a shower and 2 sinks/toilets and the other has just a sink and a toilet. The kitchen is a commercial kitchen and is equipped with a gas stove, tables, sinks, coffee maker, microwave, ice maker, and a refrigerator/freezer. A security light is provided. The lodge is an ADA accessible unit.

Mattresses (**available only from November 25 - April 1**) are placed on the floor

Commercial kitchen – available to NC Licensed food handler only.

3 toilets and 2 showers

Shares fire circle with Crisp Cabin

Available year round - Heat and Air

**Crisp Cabin:** Capacity 10

There are two small rooms with 4 sets of bunk beds, 2 rollaway beds, a table and twelve chairs. It is equipped with an ADA restroom and shower stall. The unit has a HVAC system. The kitchen is equipped with an electric stove, refrigerator/freezer, coffee maker, microwave, a vacuum, mop, and broom. Outside charcoal grill and picnic table is included in this unit.

Cabin – with 4 sets of bunk beds and 2 rollaway beds

Full kitchen

ADA accessible toilet and shower

Shares fire circle with the Lodge

Available year round - Heat and Air

***All Fire Circle will be assigned, upon arrival.***

All cabins have electricity. However, groups are prohibited from using: Coffee pots, electric heaters and electric blankets in the cabin units.

**Cabin One**: Capacity: 8

This cabin Includes 4 sets of bunk beds with mattresses. It has a wall HVAC unit for year round camping. It also includes a charcoal grill and two picnic tables.

This is an ADA accessible cabin

Available year round - Heat and Air

***Cabins 2-5 are in one cluster and they share three charcoal grills and four picnic tables***

**Cabin Two**: Capacity: 16

This cabin includes 8 sets of bunk beds with mattresses, two interior tables and eight chairs. It comes equipped with two air conditioner units. A security light is provided.

This is an ADA accessible cabin

No heat available – **closed from November 25 through April 1**

**Cabin Three**: Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses. It only comes equipped with an air conditioner unit. A Security light is provided.

This is an ADA accessible cabin

No heat available – **closed from November 25 through April 1**

**Cabin Four**: Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses. It only comes equipped with an air conditioner unit. A Security light is provided.

This is an ADA accessible cabin

No heat available– **closed from November 25 through April 1**

**Cabin Five**: Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses. It only comes equipped with an air conditioner unit. A Security light is provided.

This is NOT an ADA accessible cabin

No heat available– **closed from November 25 through April 1**

***Cabin 6 is located between cabins 2-5 and 7-10***

**Cabin Six**: Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses. It has heat and air conditioning for year round camping. It also includes a deck, one charcoal grill and one picnic table. A Security light is provided.

This is an ADA accessible cabin

Available year round - Heat and Air

***Cabins 7-10 are in one cluster and they share two charcoal grills and two picnic tables***

**Cabin Seven:** Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses, two tables and eight chairs. It has heat and air conditioning for year round camping. A Security light is provided.

This is an ADA accessible cabin

Available year round - Heat and Air

**Cabin Eight:** Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses, two tables and eight chairs. It has heat and air conditioning for year round camping. A security light is provided.

This is an ADA accessible cabin

Available year round - Heat and Air

**Cabin Nine:** Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses, two tables and eight chairs. It has heat and air conditioning for year round camping. A security light is provided.

This is an ADA accessible cabin

Available year round - Heat and Air

**Cabin Ten:** Capacity: 8

This cabin includes 4 sets of bunk beds with mattresses, two tables and 8 chairs. It has heat and air conditioning for year round camping. A security light is provided.

This is an ADA accessible cabin

Available year round - Heat and Air

**East Bathhouse:** Equipped with six warm water showers, three flush toilets, and two hands sinks. There is No heat available. This unit is ***Closed from November 25 through April 1st.***

NOT ADA accessible

6 showers and 3 toilets

No heat available

**West Bathhouse:** Equipped with four warm water showers, three flush toilets, and three hand sinks. This unit has electricity and is heated by a gas heater.

This bathhouse is ADA accessible (with one ADA accessible shower/toilet)

5 showers and 4 toilets

Available year round – Heat

**Edith Davenport Shelter:** This is a screened in shelter with four picnic tables and two charcoal grills. It is equipped with a refrigerator and a double sinks with cold/hot water, however, there is No *Water* available from November 25 through April 1<sup>st</sup>. It also includes electricity, but there is No heat available in the shelter. A security light is provided. This is an ADA accessible shelter.

Screened in Shelter -No heat available -

Water is not available from November 25 through April 1<sup>st</sup>.

Fire circle available

**Craft Shelter**: This is a screened in shelter with three tables, twenty chairs, two ceiling fans, sink (cold water) and a refrigerator/freezer. No water is available from November 25 through April 1st.

Screened in shelter – No heat available

Water is not available from November 25 through April 1<sup>st</sup>.

This is an ADA accessible shelter

**Primitive Camping Areas**: Several areas have been designated for groups that would like to bring and pitch their own tents at camp. Come and enjoy the full experience of outdoor camping as you sleep underneath the stars.

**Firewood** – Firewood is available year round.

**Ice** - Ice is available upon request.

**Trash** – Before you check out of the unit, please take your trash to the dumpster.

**Speed limit** – For the safety of all girls and adults, please obey all in-camp speed limits.

**Smoking** – Effective January 1, 2010, the use of tobacco is not permitted on Girl Scout property. Alcohol, drugs or firearms are not permitted on our sites.

**Pamlico River** – Watch the tides, wildlife, stars and the neighborhood bald eagle! Water activities including: Sailing, kayaking, canoeing and fishing are also available.

### **Waterfront area**

Cold water shower (available April 1<sup>st</sup> through November 25)

Limited boat launch facilities available (For Ranger use only)

150 ft. Pier with (12 x 20) “T” shape at the end of pier

**Swimming Pool** – 55,000 gallons – 3ft. entry to 9 ft. depth - Capacity is 110 – (Not ADA accessible)

Use of the swimming pool (NO DIVING ALLOWED) at Camp Hardee requires a reservation and adherence to all *Safety Activity Check Points* <http://www.nccoastalpines.org/home/volunteer/Safety.aspx> regarding water safety.

Ratios of lifeguards (one for every ten swimmers) must be followed with at least one certified adult lifeguard present. Copies of certifications must be sent to the Council office 4 weeks prior to the use of the pool

The pool can be reserved for two hour segments beginning at 10:00 a.m. until 6:00 p.m. See fee chart for more information regarding the cost. Weather permitting, the pool is open from **May 15 –September 15**. The pool is not available for troops or group use during resident camp.

**Pool House** – Not ADA accessible

2 Toilets, 5 outdoor showers

Phone for **Emergency 911 calls only**

## Equipment list for Camp Hardee

Copies of current (Waterfront/Archery) certifications must be submitted to the Council office four weeks prior to your campsite reservation. No equipment will be issued without prior approval. All equipment is subject to availability.

There are no facilities for launching boats that do not belong to Girl Scouts – North Carolina Coastal Pines.

The following equipment must be reserved (in advance) from the Council office (For cost) see Equipment fees chart

**Waterfront** equipment – 12 Canoes  
2 Kayaks (1 person)  
8 Kayaks (2 person)  
6 Sailboats  
PFD are available for all waterfront activities

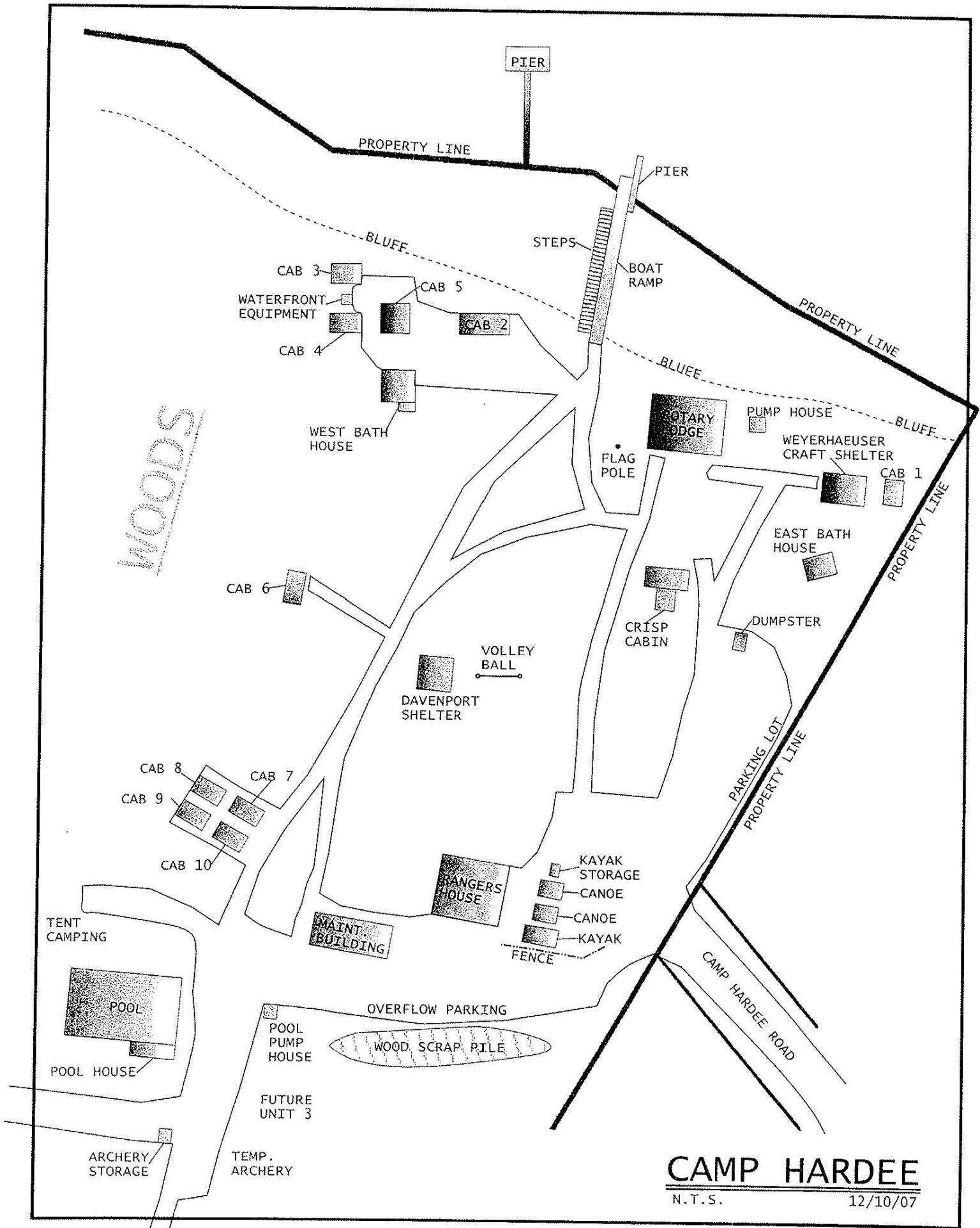
**Archery** equipment – 2 Left handed bows  
11 Right handed bows  
14 Either right or left handed bows  
4 Targets  
50 Arrows

The following equipment must be reserved (in advance) from the Council office (No cost)

**Sport** equipment - (max. limit) 2 different items per troop:  
Cane poles available for fishing (New requirements)  
Volleyballs and net  
Badminton set  
75 ft. Tug-of-war rope

**Cooking** equipment – 1 Dutch oven  
3 Chuck boxes, – equipped with miscellaneous items (located in Rotary Lodge, Crisp cabin and Edith shelter only)

**Camping** equipment – Each fire circle contains the following equipment (No cost):  
1 bucket (water)  
1 rake  
1 shovel



# CAMP HARDEE

N.T.S.

12/10/07

## **CAMP MARY ATKINSON**

**8591 NC #42 East**

**Selma, NC 27576**

Accredited by the American Camp Association

### **LOCATION:**

Camp Mary Atkinson is located in Johnston County, east of Clayton, North Carolina. At Camp Mary Atkinson, campers can explore 262 acres of property, which includes a swimming pool, pond for boating, trails, and the Leadership Center.

Camp Mary Atkinson has the capacity to hold 180 campers in the four cabins and tent units. There are many building that can be used for programming and gathering of large groups. Resident Camp is currently conducted at CMA during the summer months.

### **FACILITIES**

#### **Owl Hollow** – Cabins -Capacity 40

Owl Hollow is located in the shade of large hardwoods trees that are common throughout the camp and it is a short hike to the river and lake from this unit. Each cabin has screens with shutters that can be raised for added ventilation or lowered for those cooler nights. Each cabin has a covered porch.

- 5 - Cabins - with 8 cots and mattresses in each cabin
- Shelter with fireplace, tables with benches, refrigerator, and electricity
- Flush toilets and warm water showers (four each)
- One toilet and shower ADA accessible
- Picnic tables and benches
- Patrol-size fire circle and four ground grills for cooking

#### **Raccoon Loft** – Cabins -Capacity 36

Raccoon Loft is a stone throw from the lake; where you can see the stars glimmer on the lake surface while sitting by the campfire. This unit is shaded by huge oaks trees and is located between the lake and the activity field (where the flagpole is)

- 6 - Cabins - with 6 cots and mattresses in each cabin
- Shelter with fireplace, tables with benches, refrigerator, and electricity
- Wash House – four flush toilets and four warm water showers
- Picnic tables and benches
- Patrol-size fire circle and four ground grills for cooking

#### **Fox Leap** – Platform tents -Capacity 28

Fox Leap is shaded by a canopy of hardwood/pine trees mixture and is located near the lake. The tents form a semi circle around the campfire circle.

- 7- Platform tents - with 4 cots and mattresses in each tent
- Shelter with fireplace, tables with benches, refrigerator, and electricity
- Flush toilets and warm water showers (four each)
- Picnic table and bench
- Patrol-size fire circle and four ground grills for cooking

**Trails** – There is a trail that leaves from Owl Hollow and goes beyond the Alpine Tower to Lady Slipper.

**Program shelter** –Has picnic tables and a grill that troops/groups may use.

**Primitive Camping Areas** – Several areas have been designated for groups that would like to bring and pitch their own tents at camp. Come and enjoy the full experience of outdoor camping as you sleep underneath the stars.

**Ladyslipper** – Platform tents -Capacity 40

Ladyslipper is located nearest to the Alpine Tower. The tents are arranged in a semi-circle around the unit shelter and toilet/shower units. Ladyslipper rests beneath a mixture of large pines and oaks trees that provide shade during the long summer days.

- 10 - Platform tents - with 4 cots with mattresses in each tent
- Shelter with fireplace, tables, benches, refrigerator, and electricity
- Four flush toilets and four warm water showers
- Patrol-size fire circle and four ground grills for cooking

**CIT Tents** – Capacity 16

CIT Tents are situated just up the hill; within sight of Fox Leap and can be added to Fox Leap, when extra space is needed. It shares the toilet and shower facilities with the Fox Leaps unit.

- 4 - Platform tents - with 4 cots with mattresses in each tent
- Shelter (small) with picnic tables.
- Fire circle with two ground grills for cooking

**Staff House** – Capacity 20

The staff house consists of an open room with heat and AC for year round camping. Mattresses are kept in the storage closet and can be taken out and spread on the floor for sleeping. Included in the kitchen are a refrigerator, microwave and stove. The staff house is a great place to be during the cold winter months. You can use the fireplace to keep you warm and toasty.

- Mattresses are placed on the floor
  - Full kitchen with stove, refrigerator, flush toilets and showers.
  - Fire circle, charcoal grill, picnic table
- Available during the winter**

**Old Dining Hall/Program Building** - Capacity 100 (for Day use only)

The old dining hall is now a Program Building that consists of a large open screened in room, fire place, lights, fans, tables and benches. It is a great place for large groups to check in campers and can also accommodate some of your larger group activities. The Kitchen area has a refrigerator and sinks. There are also toilets and showers facilities located in this building.

**Office** – Capacity 4 - May be reserved for events only.

**Infirmary** – Capacity 4 - May be reserved for events only.

Is a small cabin with electricity, water, refrigerator, and window AC unit, showers/toilets.

**Craft House** – Includes a screened in shelter with lights, electricity, water, tables and benches. Groups must bring their own craft material.

**Horse Barn/Facility**

This seven stall horse barn with feed & tack room. Approximately 1.5 acre split riding ring and four acres of fenced pasture. The horse barn has water, electricity, lights and fan. There is a program shelter near the horse barn with picnic tables, fire ring and charcoal grill.

**Firewood** – Dry firewood is available year round at all fire rings.

**Ice** – Ice is available on site.

**Speed limit** – For the safety of all girls and adults, please obey all in-camp speed limits.

**Trash** – Trash will be removed by Ranger.

**Smoking** – Effective January 1, 2010, the use of tobacco is not permitted on Girl Scout property. Alcohol, drugs or firearms are not permitted on our sites

**Telephone** – For **emergency** use only: (919)965-3586

(This is the Ranger's office. He will relay a message to the Troop Leader.)

## Swimming Pool, Alpine Tower, Grotto and Leadership Center

**Swimming Pool**-131,000 gallon – Zero entry to – 5 foot depth – Capacity 135 - ADA accessible  
Use of the swimming pool (**NO** diving allowed) at Camp Mary Atkinson requires a reservation and adherence to all *Safety Activity Check Points* <http://www.nccoastalpin.es.org/home/volunteer/Safety.aspx> regarding water safety. Ratios of lifeguards (one for every ten swimmers) must be followed with at least one certified adult lifeguard present. Copies of certifications must be sent to the Raleigh Service Center 4 weeks prior to the use of the pool.

The pool can be reserved for two hour segments beginning at 10:00 a.m. until 6:00 p.m. See fee chart for more information regarding the cost. Weather permitting, the pool is open from **May 15 – September 15**. The pool is not available for troop or group use during resident camp.

**Pool House** – ADA accessible

Eight warm water showers and eight toilets.

One outside shower, water fountains, covered shelter with picnic tables.

Phone available in the lifeguard office – outdoor EMERGENCY 911 calls only

**Alpine Tower** – Is a 50 ft climbing tower that multiple campers can climb simultaneously.

All Girl Scouts – North Carolina Coastal Pines Alpine Tower practices must be followed. Use of the Alpine Tower requires reservation and adherence to all *Safety Activity Check Points*

<http://www.nccoastalpin.es.org/home/volunteer/Safety.aspx> guidelines regarding challenge courses. Girls must be 10 years or older to participate. **Participants 14 and older** may be trained to be belayers. There must be an approved lead facilitator and at least one other trained facilitator for any tower events. For larger groups, follow designated ratios. Also available at the Alpine Tower is a program shelter with picnic tables, equipment storage shed and porta john. Come climb the tower and enjoy the view from the highest point at Camp Mary Atkinson. (For cost -see Equipment fee chart)

**Grotto** – The Grotto is an 864 square foot, six sided bouldering structure. The walls are 9 feet tall with hand and foot holds for climbing. No specialized equipment is required. All age groups may use the Grotto, but they must be supervised by an adult Troop leader. Troops and Groups must share the Grotto with Alpine Tower users. There is no cost to use this equipment.

**Leadership Center:** Capacity 200

The building may be reserved for a minimum of 75 people and a maximum of 200 people for meetings, trainings, and activities. All meeting rooms have audio visual equipment and screens.

A refrigerator, microwave, ice machine, and coffee pots are available for all groups.

The 16,000 square foot building includes a large meeting room (150 chairs at tables-plus 50 additional chairs if needed) stage, stacked stone fireplace, screened in porch with fireplace, and restrooms. The lower level has three conference rooms, restrooms, and an outdoor fireplace and patio.

**The building has a commercial kitchen that is only available when supervised by a North Carolina Licensed Food Handler.** Group must provide supervision and a copy of Food Handler certificate.

The Leadership Center will also be utilized by outside groups during the week from September to May and other times when not in use by Girl Scout groups.

**NO PAINTS, DYES, OR LIQUID GLUES ARE TO BE USED IN THE BUILDING OR ON PORCHES, DECKS AND SIDEWALKS!**

## Equipment list for Camp Mary Atkinson

Copies of current (Waterfront) certifications must be submitted to the Council office four weeks prior to your campsite reservation. No equipment will be issued without prior approval. All equipment is subject to availability

**Groups can reserve (in advance) the following:** (For cost) see Equipment fees chart

**Waterfront** equipment – 9 Canoes with Paddles  
4 Paddle Boats  
4 Funyaks  
27 Life jackets

**Archery** equipment – Bows and arrows

**The following equipment must be reserved (in advance) from the Council office (No cost)**

**Activity kits** - Linking Girls to the Land day packs (1 per troop)

Beaks and feathers	Bugs are beautiful
Habitat is home	Needles and Cones
Water, Water Everywhere	Look up at the sky

**Sport** equipment (max. limit) 2 different items per troop:

Basketballs	Waffle balls
Badmitten birdies/rackets	Volleyballs
Horse shoes	Soccer balls
Kickballs	Softballs/bats/gloves
Ping Pong balls/paddles	Tennis rackets

**Cooking** equipment – (max. limit) 2 of each item per troop

Dutch ovens  
Griddles  
Long handle utensils sets (fork, spoon, spatula and tongs)

**Camping** equipment – Each unit contains the following equipment (No cost):

1 broom	12 ft tub (washing dishes)
1 brush for toilets	1 rake
1 shovel	1 water hose
1 fire extinguisher	2 buckets (sand/water)

**Sports Field** – Provides a place for all types of field sports. There is tennis court, basketball goals, volleyball net, and baseball field. There is also a program shelter with picnic tables and grill located in





**CAMP MU-SHA-NI**  
427 Sycamore Lane  
Jackson Springs, NC 27281

**LOCATION:**

Camp Mu-Sha-Ni is located in Richmond County; about 10 miles west of Aberdeen, near Derby, and is part of an area in NC known as the Sandhills. Here campers can explore 843 acres of fields, forest, ponds and wetlands. Camp Mu-Sha-Ni has accommodations for 166 campers. There are 30 platform tents and two building at Mu-Sha-Ni; plus an Encampment Field that has space for 300 more people, if they pitch their own tents. The Troop House and Chalfant Shelter are equipped with heat and air for year-round camping comfort.

**FACILITIES**

**Chalfant Shelter Unit-** Capacity 16

Chalfant Shelter is located on the far side of the pond away from the other units and is ADA accessible. The Chalfant has one main room where mattresses can be placed on the floor for sleeping. A fireplace, refrigerator and microwave are available for use. Folding table and chairs, picnic tables, charcoal grills, fire ring and fire circles, water faucet and a flag pole is included in this unit. There is a new three toilet/shower facility just a few steps away from the covered porch area.

Cabin type building – Mattresses are placed on the floor  
Fireplace, refrigerator, tables and chairs  
Fire-ring and charcoal grills  
Water faucet nearby  
Bath house nearby- 3 warm water showers, 3 flush toilets  
Available year round –Heat - Air

**Troop House-** Capacity - 30 overnight. (50 during the day)

The Troop House is a beautiful modern building over-looking the camp's lake. The Troop House is ADA accessible with ramps connecting to each end of a wrap around porch. Rocking chairs are located on the porch to help you relax and enjoy the lakeside view. Inside is approximately 2400 square feet of heated/cooled space that includes a large open room where mattresses can be placed on the floor for sleeping. Tables and chairs are located in a closet next to the common room. There are many windows and dormers for extra lighting from above. A large fire place adorns one end of the common room with some furniture for your comfort and relaxation. The kitchen contains all the amenities of home 3 ovens, dishwashers, microwave and a refrigerator. The only thing you need to bring is food. There are three toilets and three hand washing sinks in one room and a unisex ADA accessible shower/toilet/hand washing sink in another. If you are looking for total comfort, easy camping and a memorable view the Troop House at Mu- Sha- Ni is the place for you!

Building – Mattresses are placed on the floor  
Complete kitchen and a fireplace.  
4 toilets, 1 shower  
Fire ring, grills, and outdoor picnic tables  
The Troop house is an ADA accessible unit  
Available year round - Heat and Air

### **Shower House**

The large toilet/ shower building is located convenient to all units around the Encampment Field and is ADA accessible. There are eight showers and toilets, and 11 hand washing sinks with four automatic hand dryers. Gas wall heaters are available for the cool weather campers. This is a community use building; so cleaning is the responsibility of everyone using this building. Please do your part and divide the cleaning responsibilities between all users.

8 showers, 8 flush toilets (1 handicap accessible)

All units, Shelters, and Encampment field campers have access to the shower House.

### **Turkey Hollow Unit** - Platform tents - Capacity 40

Turkey Hollow is located on the far side of the five acre Encampment Field; with a group of ten tents nestled among the trees. There is one platform tent that is ADA accessible. Each tent has four cots and mattresses. Turkey Hollow has an open unit shelter with electric outlets, lights and fans. There are picnic tables, benches, cooking grills, water faucets, garbage cans, water hose, and a large fire circle available within this unit. A pit latrine is near this unit and the Shower House is within easy walking distance.

10 - Platform tents - with 4 cots and mattresses in each tent

Unit shelter with electricity

Water spigots

Pit latrine nearby

### **Spotted Fawn Unit** - Platform tents - Capacity 16

Spotted Fawn is located just past Turkey Hollow toward the far end of the Encampment Field, where there are four tents grouped together among the trees that include four cots and mattresses. The unit includes a small fire pit and charcoal cooking grill, picnic tables, water faucets, and garbage cans. There is also a unit shelter with electric outlets, lights, fans, picnic tables, benches, and cooking grills located within this unit. The Shower House is across the field within easy walking distance.

4 - Platform tents – with 4 cots and mattresses in each tent

Unit shelter with electricity

Water spigots

### **Painted Tree Unit** - Platform tents - Capacity 12

Painted Tree is located at the far end of the Encampment Field nestled in a young hardwood/pine woodlot trees. There are three platform tents each containing four cots and mattresses. Available close to this unit is a small fire pit, charcoal grill, picnic table and faucet. The Shower House is close enough for convenience.

3 – Platform tents - with 4 cots and mattresses in each tent

Water spigot

### **Fox Squirrel Den Unit** - Platform tents - Capacity 12

Fox Squirrel Den is located at the corner of the Encampment Field as you drive into camp. There are three platform tents each containing four cots and mattresses. There is an open shelter and pit latrines close by. Water, garbage cans, picnic tables, fire pit, and charcoal cooking grill are available for use. The shower house is close enough for an easy walk. Fox Squirrel Den Unit is not far from the Red/Blue Bird Units if extra space is needed to accommodate a larger group of campers.

3 – Platform tents – with 4 cots and mattresses in each tent

Open picnic shelter with brick barbeque grill.

### **Large Shelter:**

The Large Picnic Shelter is located just as you enter the Encampment Field area and close to the camp's pond. This is an open shelter with refrigeration, electric outlets, lighting, fan, large cooking grills and benches. There are two large stationary picnic tables with cooking fire rings and water faucet nearby. This shelter is an ideal building to use when cooking for large groups, crafts and for large event check in. **(This area is available for everyone to enjoy, it cannot be reserved)**

### **Encampment Field**

The Encampment Field is approximately five acres of open grassed area with a flag pole in the center. There are multiple fire pits and water faucets scattered around the perimeter of this field. There is room for 300 campers in the Encampment Field area when campers bring/pitch their own tents. There are four portable toilets available and more can be rented for large events.

5 acre field for large encampments or troop camping

Troops provides/pitch their own tents

Water spigots

Flag pole

### **Blue Bird Unit** – Platform tents - Capacity 20

Blue Bird is located between the parking lot and Encampment Field; close to the large Shower House. Blue Bird can be used for a group of 20 or less; combined with Red Bird Unit when more capacity is required. Red and Blue Bird Units are located close enough for comfort; but far enough for privacy when needed. There are two unit shelters close to Blue Bird; one with a brick charcoal grilling area, picnic tables, fire pit, water spigot and garbage cans are available. The other shelter is located between Blue Bird and Red Bird tent units. There are electric outlets, lights, fans, picnic tables, benches and charcoal grills.

5 – Platform tents - with 4 cots and mattresses in each tent

Community use toilet/shower house is nearby, with pit latrines and water spigot

Shares a program shelter, fire circle, and cooking area with Red Bird Unit.

### **Red Bird Unit-** Platform tents - Capacity 20

Red Bird is located in between the parking lot and Encampment Field; not far from the Shower House. Red Bird can be used for a group of 20 or less; or combined with Blue Bird to accommodate up to 40 campers. Red and Blue Bird units are close enough for comfort; but far enough for privacy when needed. There is a unit shelter with electrical outlets, lights, fans, picnic tables, benches, charcoal grilles, water spigot, garbage cans and a large fire ring that is shared with Blue Bird Unit.

5 - Platform tents - with 4 cots and mattresses in each tent

Community use toilet/shower house is nearby, with pit latrines and water spigot.

Shares a program shelter, fire circle, and cooking area with Blue Bird Unit

### **Idell Neal Shelter** – on Encampment Field – (used for camp storage)

### **Lake**

The Camp's Lake is approximately 5 acres and can be used for swimming and canoeing. Fishing is allowed as long as there is no swimming or canoeing scheduled during the same time.

Located near the Chalfant Shelter.

**Trails** – Yellow Trail (2 miles) – Green Trail (1.25 miles) – Orange Trail (1.25 miles). Each trail begins at the same point; which is at the end of the pond’s dam.

**McBride’s Pond**

McBride Fishing Pond is a 1.5 acre pond stocked with bream and catfish. There are cane fishing poles and fishing worms available for use. There is enough room for approximately 50 people when fishing with cane poles. Catch and release is practiced. A small dock with a ramp is available for easy access.

**Beaver Pond**

The Beaver Pond is approximately 20 acres of flooded field/ wood area. This is where the beavers, otters, ducks and other wetland species live.

**Firewood** – Dry firewood is available year round at all fire rings and cook pits.

**Ice** – Ice is available on-site.

**Trash** - Trash will be removed by camp Ranger.

**Speed limit** - For the safety of all girls and adults, please obey all in-camp speed limits.

**Smoking** - Effective January 1, 2010, the use of tobacco is not permitted on Girl Scout property. Alcohol, drugs or firearms are not permitted on our sites.

**Telephone** - For **emergency** use only - 910-652-6245.

This is the Ranger’s Office. A message will be relayed to the group leader.

There are also telephones at the Encampment field under the large main shelter (910-652-2309) and in the Troop House (910-652-4309). The lines are restricted to local calls only. Long distance calls can be received, but no reverse charges will be accepted

**Something Special** – The Legend of the Yellow Feather tells us about one of the first camporees at Camp Mu-Sha-Ni. An old Indian shared the secrets of the beaver hiding places, wild flowers, trees, and other animal homes with the girls. As a token of friendship the Indian gave them each a yellow feather.

Sometimes when troops are having their evening campfires the Indian can be seen walking in the distance visiting Mu-Sha-Ni to be sure the Girl Scouts are taking good care of the land and the animals that live there.

***THE LEGEND OF THE YELLOW FEATHER***

*In the early days of Mu-Sha-Ni, there was a council-wide Cadette/Senior Camporee. The girls were out hiking and picking wild blueberries when they were startled by an old Indian sitting by the beaver dam near Drowning Creek. As they joined him by the pond, he shared with them some of the things you can see at Mu-Sha-Ni, like where the beavers hide when “Girl Scouts abound!” As the girls began to leave, this wise and very friendly old Indian gave them, as a token of friendship, a Yellow Feather. The girls ran to get their baskets of blueberries to give to the old Indian. When they turned around... he was gone. Upon returning to camp, the girls wondered to themselves if they had really seen an Indian. At campfire that night, they shared their story with the other Girl Scouts, and each in their own way expressed what they felt that night about the weekend, the old Indian, and being part of the first Cadette/Senior Camporee at Mu-Sha-Ni. Out of the ashes of that campfire came the Legend of the Yellow Feather.*

*It is tradition to wear a yellow feather at Camp Mu-Sha-Ni.*

## Equipment list for Camp Mu-Sha-Ni

Copies of current (Archery/Waterfront) certifications must be submitted to the Council office four weeks prior to your campsite reservation. No equipment will be issued without prior approval. All equipment is subject to availability.

The following equipment must be reserved (in advance) from the Council office (For cost see Equipment fees chart)

**Waterfront** equipment – 6 Canoes with Paddles  
3 Rowboats  
40 Life jackets

**Archery** equipment – 4 Targets -25 bows

The following equipment must be reserved (in advance) from the Council office (No cost)

**Activity kits** - Linking Girls to the Land day packs (1 per troop)

Beaks and feathers  
Habitat is home  
Look up at the sky  
Water, Water Everywhere  
Bugs are beautiful  
Needles and Cones

**Sport** equipment (max limit) 2 different items per Troop:

Basketballs  
Volleyballs  
Soccer balls  
Parachute  
Earth ball

**Cooking** equipment – (max limit) 2 of each item per troop

Dutch ovens  
Griddles  
Long handle utensils sets

**Camping** equipment – The following equipment is available at the tent sites and Chalfant unit only.

2 brooms	1 brush for latrines
2 rakes	1 Waterhose
2 shovels	2 buckets (water/sand)
2 tubs (washing dishes)	

Thanks to Heather Willis for her Girl Scout Gold Award project: Low Ropes course at Camp Mu-Sha-Ni. A booklet of her activities and instructions are available at camp.



**CAMP PRETTY POND**  
3000 E. Boiling Spring Road  
Winnabow, NC 28479

Accredited by the American Camp Association

**LOCATION**

Camp Pretty Pond is located adjacent to the Boiling Springs Lakes city limits in Brunswick County. The site contains 135 acres, including a large 63-acre pond after which the camp is named. The land is flat with sandy soil and many longleaf pine trees. Camp Pretty Pond has been renovated and expanded and now serves as a resident camp site for the Council. For overnight use, camp capacity is 137 utilizing all beds and mattresses in existing cabins and tents. Additional campers may be accommodated if they provide their own tents/beds and more toilets are provided in a ratio of 1 toilet per 10 people.

Camp Pretty Pond is managed within the guidelines of a Conservation Easement held by The Nature Conservancy and a Safe Harbor Management Agreement. Together, the camp is striving to maintain the natural character of Pretty Pond and the surrounding longleaf pine forest. Hiking and low-impact recreation is encouraged on the camp.

Camp Pretty Pond is home to many endangered species of plants and wildlife, including the Venus flytrap, Pitcher Plants, the Red Cockaded Woodpecker and the American Bald Eagle.

**The Accessible Path** - A six-foot wide asphalt path runs throughout the camp from the Old Lodge to the Galley, with connections to various facilities and activity areas. The primary purpose of this path is to provide access through the sandy soils and wetlands for ADA persons and for regular pedestrian traffic. Vehicle use of the path is only in case of an emergency or for maintenance.

**FACILITIES**

**Old Lodge** - Capacity: 20

The Lodge consists of a large room that can be used as a sleeping area or set up for a meeting space. It has a couch, 4 tables, 24 chairs, 2 ceiling fans and TV/VCR/DVD player. It has a full kitchen with a refrigerator, microwave, electric stove/oven and coffeepot. There's also a screened in porch with 6 tables, 12 benches, 8 rocking chairs and 2 ceiling fans. A security light is provided. A water hydrant is located on the side of the building. This unit is Not ADA accessible.

- Building - foyer with 4 roll away beds
- Bedroom - with 4 sets of bunk beds with mattresses (plus 8 extra floor mattresses)
- 2 toilets, hot water showers, and 2 sinks
- Fire circle, 2 charcoal grills, 2 picnic tables with benches
- Available year round - heat from fireplace and a wood stove - HVAC

**Pine Lodge** - Capacity: 30

The Pine lodge has a great room with 8 tables, 36 chairs, ceiling fans and a fireplace. It also has one restroom with 3 toilets, 2 sinks, and no showers and 1 ADA compliant restroom with 1 ADA toilet, sink and shower. The kitchen has an electric stove/oven, refrigerator, microwave, and coffee pot. There's also a deck (with built in benches) and a side covered shelter w/ a fireplace for charcoal cooking only. There is 1 water hydrant is available for year round use. (ADA accessible)

- Mattresses are placed on the floor
- 3 toilets, 2 sinks and 1 ADA toilet, sink and shower
- Full kitchen, fire circle, 2 picnic tables and 3 benches.
- Available year round - Heat and Air

COOKING, COFFEE POTS, ELECTRIC HEATERS, ELECTRIC BLANKETS, MICROWAVES, AND REFRIGERATORS ARE NOT PERMITTED IN CABINS UNITS.

**Merrimac/Unit One:** Capacity: 36

All cabins in unit one has electricity and a ceiling fan included in them. This unit also has two separate bathroom facilities: A large unisex facility with 3 toilets, 4 sinks, 3 showers, and a washer & dryer, plus one small unisex facility with ADA accessible toilet/ sink and 1 shower. It also has 1 outhouse with four toilets (available year around). There are 2 water hydrants located near the Pine Lodge and can be used year round. The screened in Creasman shelter is located in unit one. It includes 5 picnic tables and 2 charcoal grills. A security night light is provided.

**Cabin 1** - Equipped with 4 sets of bunk beds and mattresses. This cabin is ADA accessible.

**Cabins 2-5** - Each cabin is equipped with 3 sets of bunk beds and mattresses. These cabins are not ADA accessible.

**Cabin 6** - Equipped with 2 sets of bunk beds and mattresses. This cabin is not ADA accessible.

6 Cabins – there is no air conditioning or heat available. (only ceiling fans)  
Heated - Bathhouse with 4 toilets and 4 showers(ADA accessible toilet/sink)  
Screened in shelter - with refrigerator, microwave and ceiling fans.  
Fire circle, 4 charcoal grills, 4 picnic tables

**Queen Mary/Unit 2** - Capacity: 30

This unit includes four cabins that are open for year round use. It is equipped with a **Bathhouse** (4 toilets/sinks/showers) **that is not winterized and will be closed from November 25 through April 1**. There is also an additional outhouse with 4 toilets available year around. A water hydrant is located beside the bathhouse. There are also 4 grills, 4 picnic tables and a fire circle with 4 benches. The shelter is located in unit two, this shelter do not have electricity and four charcoal grills.

**Cabin 1** - Equipped with 4 sets of bunk beds and mattresses. It has a HVAC unit for year round camping. It also includes 2 tables and 8 chairs. This cabin is ADA accessible. Security Light is provided.

**Cabin 2** - Equipped with 4 sets of bunk beds and mattresses. It has a HVAC unit for year round camping. It also includes 2 tables and 8 chairs. This cabin is ADA accessible. Security Light is provided.

**Old Cabin 1** - Equipped with 4 sets of bunk beds and mattresses. This unit doesn't have heat or air conditioning; however it does have a ceiling fan. This cabin is not ADA accessible.

**Old Cabin 5** - Equipped with 3 sets of bunk beds and mattresses. This unit doesn't have heat or air conditioning; however it does have a ceiling fan. This cabin is not ADA accessible.

4 Cabins - Capacity 30  
Bathhouse (No heat) with 4 toilets and 4 showers (outhouse available year round)  
Shelter - no electricity and four charcoal grills.  
Fire circle with 4 benches, picnic tables and grills

## UNIT 3 - IS USED FOR TENT CAMPING ( NO ELECTRICITY IN TENTS)

### **Titanic/Unit 3** - Capacity: 32

The Platform tents includes 4 cots with mattresses in each tent (one tent is ADA accessible). It also has 2 separate bathhouse facilities: 1 large unisex facility with 3 toilets, 4 sinks, 3 showers, and a washer & dryer; 1 small unisex facility with ADA accessible toilet and sink and shower. A water hydrant is located by the bathhouse A security light is provided. The screened in Sand shelter is located in unit three. It includes a refrigerator, microwave, 6 tables & benches, ceiling fans, 4 charcoal grills and 4 picnic tables.

- 8 – Platform tents – with 4 cots and mattresses in each tent
- Heated -Bathhouse with 4 toilets, 4 showers
- Picnic tables and grills
- Screened in shelter - with a refrigerator and microwave
- Fire circle with benches

### **Infirmary** - Capacity: 6

**The infirmary is not winterized and is closed from November 25 through April 1<sup>st</sup>** There are two bedrooms; one has 2 sets of bunk beds/mattresses and the other has a set of bunk beds/mattresses. Both rooms are equipped with a window air-condition unit. The kitchen area has a refrigerator and a microwave. Included in the bathroom are one toilet, tub and sink. It also has a screened in porch with table and benches. A water hydrant is located beside the cabin providing year round water. A security light is provided. The infirmary building is ADA accessible.

- Building - 3 sets of bunk beds and mattresses
- 1 toilet, tub and shower
- Picnic table
- Closed during the winter

**Stage/Program Area** - Located in front of the Galley. There is a 16' x 20' platform stage with ADA access not connected to the paved path. There is a large fire circle with 6 benches, 4 picnic tables, & a flagpole. This area also has a World Friendship Day sitting area and a Peace Pole.

### **Gallery** - Capacity 120 (Day use only)

This building can provide program space for large group. It consists of 20 tables and 160 chairs and ceiling fans. The dining area and bathrooms have a HVAC system. It is equipped with a commercial kitchen with a gas stove/griddle, 2 refrigerators, 2 freezer, ice machine, dish washer and tables. There is a covered front porch with benches. Also included are unisex restrooms, (3 male toilets/3 female toilets) with 2 sinks in each. A portable charcoal pig cooker is available. A security light is provided. The galley is ADA accessible.

- Building (Day use only)
- 20 tables and 160 chairs
- Commercial kitchen -
- Available year round

**Chef's Cabin:** Capacity: 8

**This unit is Closed from November 25 through April 1<sup>st</sup>.** The cabin has two bedrooms: one bedroom has 3 sets of bunk beds/mattresses and the other bedroom has one set of bunk beds and mattresses. There is also a table with 4 chairs, screened in porch, toilet, sink, and hot water shower. A water hydrant is located in front of the cabin providing year round water. There is a picnic table outside and a security light is provided. The Chef cabin is not ADA accessible.

Cabin – with 4 sets of bunk beds and mattresses  
Picnic table  
Closed during the winter

**Primitive Camping Area** - Capacity: 30

Additional campers can easily be added if portable toilets are provided (one toilet per ten campers). There is a 10 x11 shelter available for activities and ample room for several tents. There is NO electricity or water available. It also includes an outhouse with 3 toilets, fire circle and picnic table. No security lights are provided. This unit is not ADA accessible.

**Nature Trail** – It is near the waterfront and encircles the pond. Not ADA Accessible.

**Speed limit**- For the safety of all girls and adults, please obey all in-camp speed limits.

**Smoking** - Effective January 1, 2010, the use of tobacco is not permitted on Girl Scout property. Alcohol, drugs or firearms are not permitted on our sites.

**Swimming Pool:** 155,000 gallons – 3ft. entry to 10 ft. depth – Capacity 110 - ADA accessible  
Use of the swimming pool (NO DIVING ALLOWED) at Camp Pretty Pond requires a reservation and adherence to *Safety Activity Check Points* <http://www.nccoastalpines.org/home/volunteer/Safety.aspx> regarding water safety. Ratios of lifeguards (one for every ten swimmers) must be followed with at least one certified adult lifeguard present. Copies of certifications must be sent to the Council office 4 weeks prior to the use of the pool

The pool can be reserved for two hour segments beginning at 10:00 a.m. until 6:00 p.m. See fee chart for more information regarding the cost. Weather permitting, the pool is open from **May 15 – September 15**. The pool is not available for troops or group use during resident camp.

**Pool House** - ADA accessible  
3 toilets, 3 outdoor and 1 indoor shower  
1 indoor shower  
Phone available-**Emergency 911 phone calls only**

## Equipment list for Camp Pretty Pond

Copies of current (Archery/Waterfront) certifications must be submitted to the Council office four weeks prior to your campsite reservation. NO equipment will be issued without prior approval. All equipment is subject to availability.

The following equipment must be reserved (in advance) from the Council office (For cost see Equipment fees chart)

**Waterfront** equipment – 13 Canoes  
50 Life jackets

**Archery** equipment – It is not ADA accessible  
Bows and arrows  
Targets

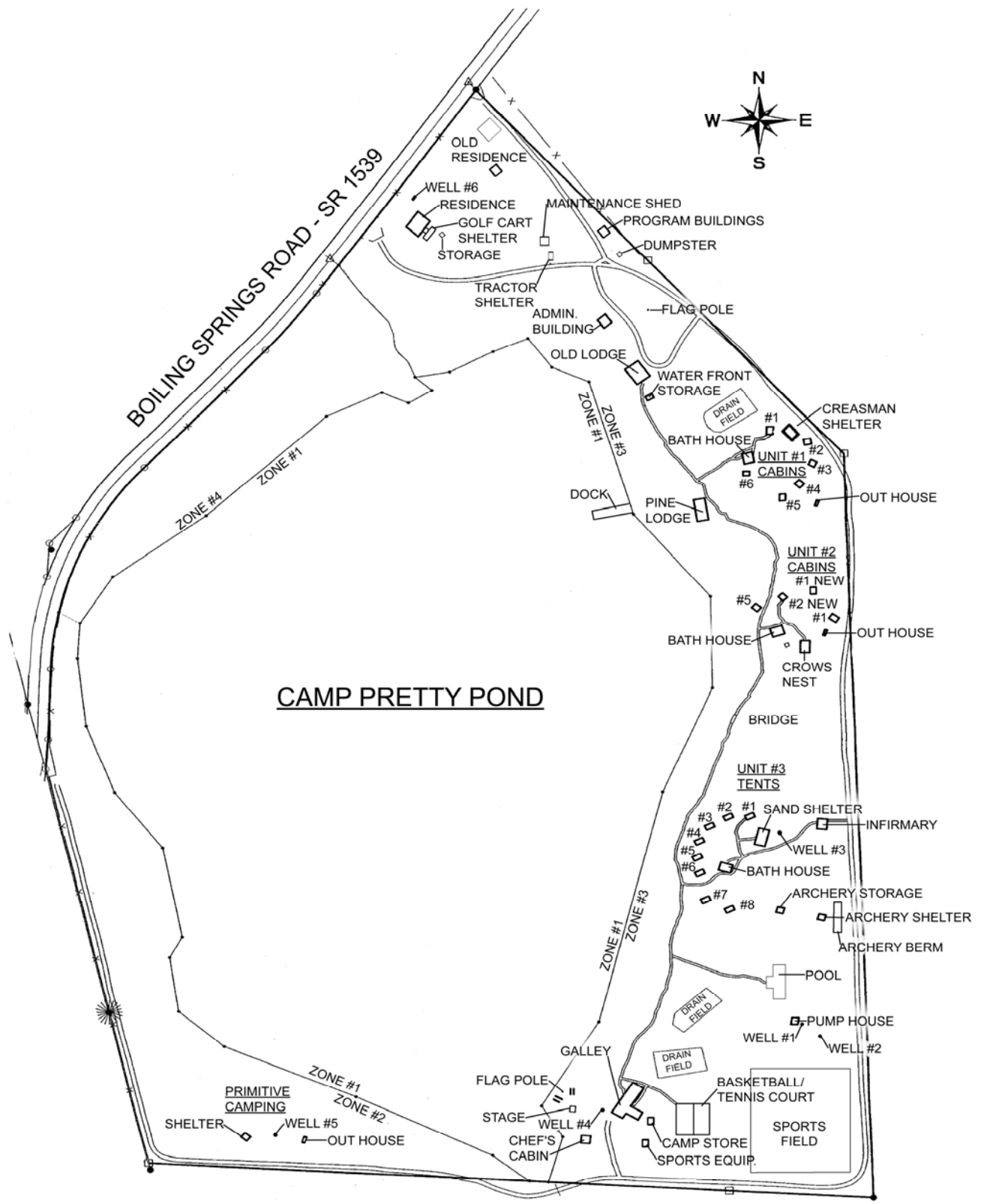
The following equipment must be reserved (in advance) from the Council office (No cost)

**Sport** equipment (max. limit) 2 different items per troop:  
Tug of war ropes  
Softballs and bats  
Tennis rackets and balls  
Basketballs  
Volleyballs and nets (located between Unit 1 & 2 and in Unit 3)

**Cooking** equipment – Each unit contains the following equipment (No cost):  
Chuck box – equipped (pots, pans, & some utensils)

**Camping** equipment – Each unit contains the following equipment (No cost):  
2 Buckets (for water/sand)  
1 Rake  
1 Shovel

**Activity Fields and Courts** A paved tennis court and basketball court (connected to the paved path) and two volleyball courts are available. Activity fields and courts are ADA accessible.



**CAMP PRETTY POND**

DANIELS CUSTOM HOME DESIGN  
919-580-0401

MAP UPDATE  
1/20/07

**THE HOMESTEAD**  
**1912 NC Highway 39 South**  
**Louisburg, NC 27549**

The Homestead is located just off Highway 39 near Louisburg. The site consists of approximately 110 acres of rolling land, evenly balanced between open fields and woodlands. The site was an old homestead for many years, with only a tobacco barn foundation and old cemeteries remaining.

For overnight use, camp capacity is 66 utilizing all beds in tree houses and the lodge. Total camp capacity is 320, with 254 providing and sleeping in their own tents. More may be accommodated if additional toilets are provided (one per ten persons). Water is provided at the Lodge, the shelters and fields 1, 2 and 3. Area lights are located at both shelters, the Lodge and at the foot of field #1 below the Ranger's house.

**FACILITIES**

**The Lodge:** Capacity: 30 mattresses

A winterized (**12 month available**) building with an exterior fireplace, kitchen with an electric stove with oven, coffee pot, microwave, refrigerator, HVAC system, TV/VCR/DVD player, piano and an ice machine. It has 2 bathrooms, the first having 3 toilets, 2 sinks, and 1 shower, and the second being an ADA bathroom with an ADA toilet, ADA sink, and ADA shower. The lodge is ADA accessible by ramps. A large deck opens off the great room, with 2 picnic tables with benches provided. A small covered shelter with fireplace, 2 small picnic tables with benches, and hot/cold-water sink is on the opposite side from the deck. Thirty mattresses are provided and 9 tables and 40 chairs are in the building. A chuck box is available with pots, pans and cooking utensils. Capacity is 40 for day use and 30 overnight. Additional campers may be added if portable toilets are provided (1 per 10 campers). A security light is provided. Water supplied by well #1. This facility has a flag burning ceremonial area beside it, with charcoal grill and flagpole.

- 30 mattresses
- 4 toilets and 2 showers
- Covered cooking area outside
- Full kitchen
- Deck with picnic tables

**Welcome Shelter:** Located at the front entrance. There is a refrigerator, freezer with bagged ice, fireplace, flag pole, fire ring with concrete benches and flagpole, 1 charcoal grill, 2 picnic tables with benches, cold water sink, two toilets, two private dressing rooms / showers, electrical outlets, and a water faucet. A tent camping area is nearby. One toilet is ADA accessible. An area security light is provided. Water supplied by well #1. **This facility is available for 12-month use.**

- 2 toilets and 2 showers
- Picnic tables and grill

**Tree house Shelter:** Located adjacent to the Tree houses, available for Tree house troops, contains two fireplaces, two charcoal grills, five toilets plus one ADA toilet and 6 hand sinks, dish washing sink, hot water, tables and benches, freezer with bagged ice, refrigerator and electrical outlets. Seven private dressing room/showers, plus one private ADA dressing room/shower. Area security light provided. Water supplied by well #3. **This facility is dosed from Thanksgiving to April 1<sup>st</sup>.** Fire circle with benches and two horseshoe pits are available very close by in Field Three. **Multiple tree house groups will have to share the tree house shelter.**

6 toilets and 8 showers  
Picnic tables and grills  
Fire circle

**Tree houses:** Capacity: 36 beds

Nine 10 by 16 foot buildings are elevated at least seven feet above the ground. Each tree house has electricity and four cots with mattresses. Tree houses 1 and 2 have a common deck and are ADA accessible by a ramp. Number 7 and 8 also have a common deck. Numbers 1-4 are in one cluster and 5-9 are in another. No heat is provided for the tree houses. Ceiling fans are available in each tree house. Area security light is provided. **Tree houses are available for year round use.** From **Thanksgiving till April 1<sup>st</sup> only outhouses** are available for restrooms and water is available only at well #3. **ALL TREEHOUSES HAVE ELECTRICITY.**

9 Tree houses available – each has 4 beds

**WARNING: Electric space heaters and electric blankets are prohibited in treehouses.**

**Stage :** A 16 by 16 foot covered platform, with rear wall and riser steps. Stage is ADA accessible. Electricity and water are available. Two fire circles are provided as well as two flagpoles. Water supplied by well #3.

**Trails:** There are several trails located on site, all clearly marked. Trails are not ADA accessible.

**Primitive Camping:** Primitive camping areas are located at many places on the site. Campfires are only permitted in existing fire circles.

**Field # 1:** Open 15-acre field has a fire ring, an outhouse with five toilets (no water or electricity at outhouse) and is ADA accessible. Eight winterized water hydrants are available around the field (nearby electric is available). Capacity is 50 campers with additional campers being added if portable toilets are provided (1 per 10 campers). Water supplied by well #2. Area security light provided. **Available for year round use.**

8 water hydrants around field  
Outhouse with 5 seats

**Field # 2:** 10 acre open field, five fire rings, open stage with electricity, two outhouses with five toilets each (no water or electricity at outhouses) and is ADA accessible. Six each winterized water hydrants are available around field. Two picnic tables are available. Capacity is 100 campers with additional campers being allowed if portable toilets are provided (1 per 10 campers). Water supplied by well #3. One tent camping area in the edge of the woods has two flagpoles available. Electricity is available in the Karaoke area of Field 2. **Available for year round use.**

6 water hydrants around field  
2 outhouses with 5 seats each

**Field #3:** 10 acre open field, two fire rings, four each winterized water hydrants, one outhouse with five toilets (no water or electricity) and is ADA accessible. Capacity is 50 campers with additional campers being added if portable toilets are provided (1 per 10 campers). Water supplied by well #3. **Available for year round use.**

4 water hydrants around field  
Outhouse with 5 seats

**Field #4:** 2 acre open field, generally used for additional parking for large events. **Available for year round use.**

**River Camp:** Fire ring only, total rough camping, no facilities, no utilities and no water. There are two picnic tables with four benches available. Will accommodate 10 tents (10 x 10). **Available for year round use.**

Fire ring  
2 picnic tables with benches

### **EQUIPMENT**

The following equipment is available for check out from the Ranger and is to be checked back in before leaving.

#### **Cookout Equipment**

Long handled cooking forks  
Spatulas and tongs  
Skillet  
10 qt. Pots with lids  
Collapsible grills  
Dutch oven  
Frying Pans

#### **Sports Equipment**

Badminton  
Group jump rope  
Volley ball  
Horse shoes  
Frisbees

**Tools:** Shovel, fire bucket, and rake are located at each fire circle.

**Archery:** 10 bows (8 right-eyed; 2 left-eyed), targets and other safety equipment necessary are available for use on the archery course.

### **ADVENTURE PROGRAMS**

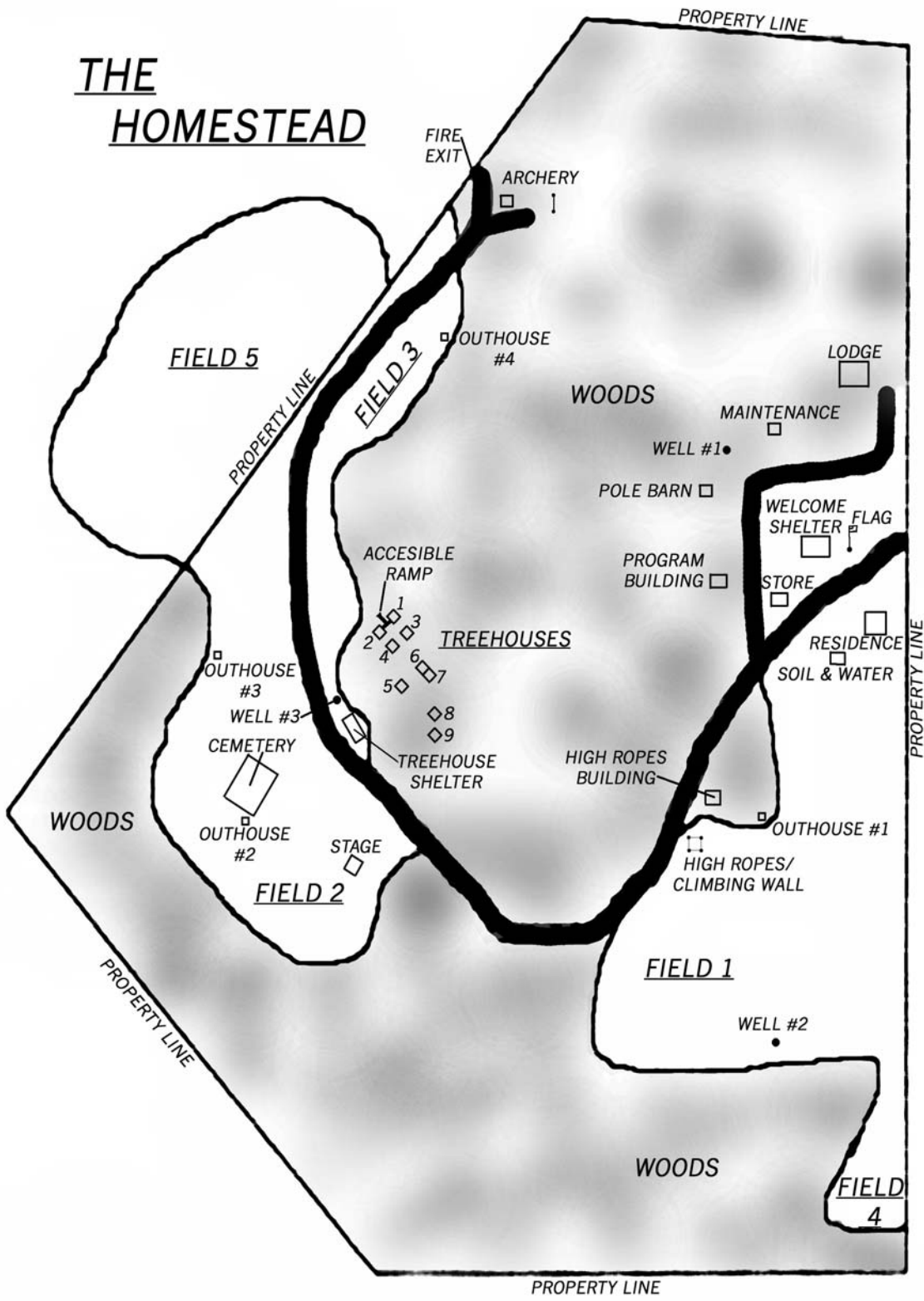
**Teams Challenge Course:** These activities take place on cables and ropes few feet off the ground. Trust and one-to-one support between teammates is the focus of these elements. Participants share risk taking and coach each other to a shared success to accomplish the tasks. Girls must be at least age 10 to participate on this course. Choose from a half-day or full-day of activities.

**High Ropes Course:** The high ropes course includes a 20 foot level and a 30 foot level. There are 3 elements on each level. Exit from the 20 foot level is the Giant Swing. Exit from the 30 foot level is the zip wire! Time on the practice course is required for first timers. Girls must be at least 12 years old to participate in the high ropes course.

**Climbing Wall:** Girls can practice their climbing skills on the 30 foot climbing tower. When they reach the top, they rappel back down to the ground.

**Adult assistance and participation is necessary to facilitate Adventure Programs.**

# THE HOMESTEAD



Daniels Custom Home Design - 6/15/07



**RESERVATION FORM FOR THE TROOP ROOM AT THE 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 #: \_\_\_\_\_ GRADE 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 earlier

# 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 #: \_\_\_\_\_



## GUIDELINES FOR USE OF RALEIGH SERVICE CENTER

### TROOP ROOM

#### **Room Available:**

	<b>Days</b>	<b>Fee</b>
Troop Room & Breezeway	Monday – Thursday (starting at 5:00 p.m.)	No charge
Troop Room & Breezeway	Friday - Sunday	\$20.00 per night

**Fee covers:** Hot water for showers, full oven and range, refrigerator with freezer, microwave, receptacles for hair dryers, outside lighting for program activities.

#### **How to Make Reservations:**

1. Request reservation form OPG415 for the Troop Room from the Raleigh Service Center receptionist. This form can also be obtained from your Service Unit Manager.
2. Return the completed form to the Raleigh Service Center receptionist
3. Your request will be confirmed in writing.
4. No phone reservations will be accepted.

#### **Cancellations/Transfer**

If your troop or event is unable to use the Troop Room on the reserved date, please notify the Council in writing at least four weeks prior to that date. The deposit can be transferred to another date. If your cancellation is not received in writing four weeks in advance of the reservation date, then your troop or event will forfeit the deposit.

**Check-In Time:** Check-in time is 2:00 p.m. or later on the day of your arrival.

**Check-Out Time:** Check-out time is 12:00 p.m. or earlier on the day of your departure. Check-out times after 12:00 p.m. can be arranged. Please note, staying later counts as another day and fees will apply. You may be preventing another Troop from checking in.

**Entrance:** Garden level

**Keys:** **Pick-up** Keys must be picked up from Raleigh Service Center receptionist, **before** 12:00 p.m. on Friday's. If you do not pick up the key, you will not be able to get into the building.

**Return** **Please return the key by sliding it under the cream color fire doors at the top of the stairs, outside of the Troop Room. If the key is not returned, there will be an additional \$10.00 charge.**

**Doors :** Leave interior doors to the Troop Room **OPEN** upon departure. Close and lock exterior doors. **LOCK** the Garden Level entrance door upon departure.

**Thermostats:** Heating/Cooling - Thermostat is set to maintain a temperature range between 68 and 75 degrees. Return thermostat to its original position before leaving.

**Lights:** All inside and outside lights must be **turned off** before leaving. Walkway lights can be turned on and off at the Garden Level entrance. The lights in the parking lot will automatically come on.

**Smoking:** Effective January 1, 2010, the use of tobacco will not be permitted on Girl Scout property. Alcohol, drugs or firearms are **not** permitted on our sites.

**Equipment:** There is a stove, refrigerator, microwave, coffee pot/filters (coffee is not provided) and sink in the kitchen. You will need to bring all equipment needed for cooking, eating (pots, pans, dishes, utensils). The showers and restroom are located adjacent to the Troop Room. There is also a soft drink machine and snack machine located in the kitchen upstairs.

**Emergency:** Phone numbers of staff members are posted on the window next to the Garden Level entrance door.

**Alarm:** The building is protected by a fire and intrusion alarm system. The area being used by troops and groups have already been turned off prior to your arrival. If the alarm system goes off the police and/or the fire department and a council staff member are automatically notified. If you have a emergency, please notify the person at the top of the emergency contact list posted on the glass next to the entrance door.

**NO PAINTS OR TIE-DYE TO BE USED IN THE BUILDING OR ON THE GROUNDS.**

**Walls:** No scotch tape or nails on/in walls. There are bulletin boards for your use.

**Outdoor Cooking/fires: GRILLS AND OUTDOOR FIRES ARE NOT PERMITTED!**

**Pets** Pets are not allowed on Council or camp property except for service animals.

**Telephone:** A telephone (919)783-7242 is located in the kitchen. You can receive and make outgoing calls, however it has been restricted so that you can only make long distance calls by using a credit card.

**Eating:** In the Troop Room and lobby there are two sofas, end tables, one round table, and 15 stackable chairs.

**Sleeping:** Girls sleep on the floor using their own sleeping bags.  
Adults: (2) bunk beds **(Bring your own sheets/blankets and pillows.)**

**Clean-up:**

1. Each Troop is responsible for their own items. **Please take all supplies including crafts, food and drinks with you upon departure.** Items that are left in the refrigerator or on the counter tops will be discarded.
2. All trash should be taken to the dumpster outside.
3. Floors should be left clean. A vacuum cleaner, broom, dust pan, and mop are provided to clean up spills. (Found in the supply closet, located in the bathroom)
4. Leave the kitchen clean - this includes stove, refrigerator, sink, counters, and floor. A sponge and cleanser will be provided.
5. Leave bathroom, shower, lobby, and Troop Room clean and in order.
6. Breezeway must be swept if used for eating or other activities that cause litter and/or attract insects.
7. Check to be sure you don't leave anything.
8. Blinds should be left down with the levers closed.
9. Leave interior doors to Troop Room OPEN upon departure. Lock all exterior doors.
10. Check to be sure the stove has been turned off. (Do not leave stove in cleaning mode.)
11. **LOCK** the Garden Level entrance door upon departure.
12. **There is no janitor to clean after you. It is your responsibility.**

**Remember there are a lot of troops that use this building.  
Please leave it clean for the troop that comes in after you.**

**Troop/Group will be billed for special cleaning or damaged property.**

Please fill out an agreement form and a Troop Report for Use of Raleigh Service Center form (OPG743A), and return both forms along with the key to the Council office.

**TROOP REPORT FOR USE OF RALEIGH SERVICE CENTER**

Please complete this form and return it along with the key to the building. You may either leave them underneath the cream color fire doors located at the top of the stairs outside the Troop Room or return them to the receptionist on Monday morning.

Dates Used: From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

Adult in Charge: \_\_\_\_\_

Amount Due:\$ \_\_\_\_\_ Area #: \_\_\_\_\_ Troop #: \_\_\_\_\_

We collect this data to help fund our programs, and show the usage of our properties. Please help us by reporting on these questions to the best of your ability.

	White	Black	Hispanic	Asian Pacific	American Indian	Other	Total
Girls							
Adults							
Non-Girl Scout Adults							
<b>TOTAL</b>							

Was the room clean when you first checked in?  Yes  No

The program included the following activities: \_\_\_\_\_

\_\_\_\_\_

Any recommendations for additional facilities on this site to support your Troop programs?

\_\_\_\_\_

\_\_\_\_\_

Repair needs that you observed: (buildings, equipment, etc.)

\_\_\_\_\_

\_\_\_\_\_

**Check out list for the Troop Room**

I have personally checked each of the following areas  
(Please check all that apply)

- A. The following areas were cleaned: Kitchen, Bathroom, Troop Room
- B. Removed all personal item(s) from the refrigerator.
- C. Thermostat is set between 68 and 75 degrees.
- D. Stove has been turned off.
- E. All trash was taken to the dumpster outside.
- F. Did not leave anything (Supplies, Clothing, Sleeping bags, etc)
- G. Left the doors to the Troop Room and restroom OPEN

**Notes:**

Please remember to lock the Garden Level entrance doors upon departure.

Leave this form along with the key under the cream color fire doors.

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**From I-40 East:** Merge onto I-540 toward RDU Airport. Take the Highway 70 East exit. Follow Highway 70 East, 4 miles east of I-540. Turn left onto Pinecrest Road, take the second left into the Corporate Office & Raleigh Service Center

**From I-40 West:** Take I-440 Outer Beltline to Glenwood Avenue, Highway 70 West. Turn right onto Glenwood Avenue, Highway 70 and travel west for 4 miles. Turn right onto Pinecrest Road; take the second left into the Corporate Office & Raleigh Service Center

**From US 64/US 264 East:** Take I-540 west toward RDU Airport. Take the Highway 70 East exit. Follow 70 East, 4 miles east of I-540. Turn left onto Pinecrest Road, take the second left into the Corporate Office & Raleigh Service Center

**From I-95 and US 70 East:** Take I-40 West and merge onto I-440 Outer Beltline to Glenwood Avenue, Highway 70 West. Turn right only Glenwood Avenue, Highway 70 and travel west for 4 miles. Turn right onto Pinecrest Road; take the second left into the Corporate Office & Raleigh Service Center.

**Phone Numbers:** 919-782-3021 or 1-800-284-4475