



944 24 1/4 Street
Chetek WI 54728
715-859-2215

DAY CAMP SCHEDULING

THIS FORM IS DUE TO LUTHER PARK A MINIMUM 2 WEEKS BEFORE THE FIRST DAY OF VBS DAY CAMP. PLEASE COMPLETE BOTH SIDES.

CONGREGATION INFORMATION:

- Congregation: _____ Day Camp Dates: _____
- Congregation's Address (please provide physical address not PO Box):

 _____ (city) _____ (state) _____ (zip)
- Contact Person: _____
 - Email Address: _____
 - Home Phone: _____
 - Church Phone: _____
 - Cell Phone: _____

STAFF ARRIVAL / DEPARTURE:

- Please attach driving directions to your church from camp, include major highways, etc.
- Estimated travel time from Luther Park to our congregation is approximately: _____
 - The LPBC team should arrive at the church at* _____ (time) on _____ (day)
***(Must be no earlier than 5PM on Sunday)**
 - The LPBC team will go to host homes at _____ (time)
 - Will all the LPBC Team be staying together at one host home? Yes No
 - Host Family / Families _____

 - The LPBC team should depart from the church at* _____ (time) on _____ (day)
***(Must be no later than 12 Noon on Friday)**

DAY CAMP SCHEDULE:

	Day & Date	Camper Start Time	Camper End Time
Day 1			
Day 2			
Day 3			
Day 4			
Day 5			

ACTIVITIES: Please place a check by all the activities that apply to your situation and fill in the requested information.

	Day of Week	Start Time	End Time
Kick-off Gathering			
Volunteer Orientation			
Jr./Sr. High Gathering			
Family Program			
Other:			

Other plans the team should be aware of: (please include dates and times)

ANTICIPATED CLASS ATTENDANCE: *(grade entering in the fall)

First:		Fourth:	
Second:		Fifth:	
Third:		Sixth:	
TOTAL:			
*Reminder: VBS Day Camp programming is only for 1 st -6 th graders. If preschool kids will be a part of the program the congregation must provide staff and programming for them.			

Recreation activities are an important part of the VBS Day Camp experience. Do you have an open outdoor play space at your church? Is there a nearby park that staff and campers can walk to safely? Does your church have a gym or large indoor space that can be used for recreation? Please describe below:

Did you have campers pre-order T-shirts? Please give us a ballpark idea on how many t-shirts we should bring:

	Youth Sizes	Adult Sizes
XS		
Small		
Medium		
Large		
XLarge		

DID WE FORGET ANYTHING? Feel free to call or email us – 715-859-2215 or jacque@lutherpark.org
THANK YOU! We are very much looking forward to visiting your congregation soon!