



# DAY CAMP SCHEDULING

**THIS FORM IS DUE TO LUTHER PARK 10 DAYS BEFORE THE FIRST DAY OF 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 special 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)

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

First:		Fourth:	
Second:		Fifth:	
Third:		Sixth:	
<b>TOTAL:</b>			
*Reminder: VBS Day Camp programming is only for 1 <sup>st</sup> -6 <sup>th</sup> graders (just completed K-5). 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 Day Camp experience. Do you have an open outdoor play space at your church? Do you have a safe place to do Tie-dye? 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:

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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 [info@lutherpark.org](mailto:info@lutherpark.org)  
**THANK YOU!** We are very much looking forward to visiting your congregation this coming summer!