

# **Maine Teen Camp Staff Travel Document**

Please indicate how you will be traveling to camp. Please contact us (or your sponsoring agency) with any questions or concerns. You **must return this information to our office in advance, either by mail, fax, or email.** Please use the appropriate mailing address:

**Before June 1:** Maine Teen Camp, 170 W. Valentine Street, Westbrook, ME 04092 USA

**After June 1:** Maine Teen Camp, 481 Brownfield Rd., Porter, ME 04068 USA

**Anytime:** [MTC@TEENCAMP.COM](mailto:MTC@TEENCAMP.COM) Fax: 207-625-8738

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## **IMPORTANT DIRECTIONS**

- PLEASE COMPLETE *ONLY* SECTION "A" IF YOU INTEND ON TRAVEL TO CAMP BY CAR.
- PLEASE COMPLETE *ONLY* SECTION "B" IF YOU INTEND ON TRAVEL DIRECTLY BY AIRPLANE.
- PLEASE COMPLETE SECTIONS "B" *AND* "C" IF YOU INTEND ON TRAVEL BY AIRPLANE AND BUS.

### **SECTION A – Travel by personal vehicle**

- I will be arriving on (date) \_\_\_\_\_ at approximately (time) \_\_\_\_\_.

### **SECTION B – Travel by air**

- I will be arriving in (New York/Boston/Portland) on (date) \_\_\_\_\_ on (name of airline) \_\_\_\_\_ on flight number \_\_\_\_\_ at (time am/pm) \_\_\_\_\_.
- INTERNATIONALS: My placement agency is (CCUSA / BUNAC / YMCA/ InterExchange/ Camp Leaders/other) \_\_\_\_\_. It is important for you to confirm your travel arrangements with your agency.

### **SECTION C – Travel by air and bus**

- I will be connecting by bus in (place) \_\_\_\_\_ to arrive in Portland, Maine.  
It is understood that I will call camp upon my arrival (1-800-752-2267) and will be picked up by Maine Teen Camp in Portland, Maine and driven to camp.

**ADDITIONAL COMMENTS / INFORMATION:**

\_\_\_\_\_  
\_\_\_\_\_

**Note: It is your responsibility to ensure your arrival in Portland, Maine. Please make note of our toll free phone number (USA) and call us from any payphone with any concerns upon your arrival:**

**1-800-752-2267**