



MAINE TEEN CAMP PRE-CAMP PACKET Information

Your Pre-Camp Packet consists of several documents listed below. These are important forms; some of which you need to return to our office. Some are for your own reference and provide useful information to prepare for your camper's arrival at MTC.

- **STATEMENT OF CAMP POLICIES AFFECTING PARENTS** - We urge you to **read carefully and keep for your records**.
- **CAMPER CONTRACT** – **Please retain a copy.** Your camper's participation in Maine Teen Camp presumes his or her complete support of our camp policies as outlined in the "Camper Contract". All campers and parents must sign this document and be aware of the camps rules and policies; **specifically our firm policy regarding the use or possession of tobacco and other controlled substances** and other behavioral restrictions and limitations. **Any camper possessing or using tobacco, alcohol or drugs, or who violates policies effecting the safe and proper operation of Maine Teen Camp will be sent home at your cost immediately with no refund of camp tuition.** In signing your son or daughter's Registration Form we assume that you have read the contract carefully, discussed it with your child, and are in support of our camp policies as outlined in the "Maine Teen Camp Statement of Policies Affecting Parents" and "Maine Teen Camp - Camper Contract."
- **MEDICAL FORM** – Maine Teen Camp, the State of Maine, and the American Camp Association requires ALL campers have an updated medical form on file in our office and infirmary **BEFORE** they arrive at camp. **Returning campers must complete a new form each season.** We ask families to go to our website and download the Medical Form. (If you are unable to do so, please contact our office for a hardcopy). **Please complete all (4) pages of the form and have your family physician complete the final page (page 5).** NOTE: Your child must have had a completed medical exam within the last 24 months upon his/her arrival at camp. If your child has had a medical exam in the last 24 months prior to arriving at camp, a further exam is not necessary. Simply have your doctor complete and sign on the last page. **Please note the importance of having your child's health records accessible to us at camp, should a medical emergency occur.**
- **CAMPER TRAVEL QUESTIONNAIRE** - Please complete and return this form as soon as possible to our camp office. **Remember that after June 1, your form should be returned to our summer office (481 Brownfield Rd., Porter, ME 04068).** Closer to the start of camp, we will be sending you a travel confirmation to ensure that we have the correct information for your camper's trip to/from camp and will meet him or her at the right location. **Please note that we do not always bill you for travel costs until we know your mode of travel, which is usually after receipt of your travel questionnaire.**
- **CAMPER PROFILE** - This form is your opportunity to tell us more about your son/daughter. It is full of questions that are intended to help us become better acquainted with your son/daughter so that we can provide the best possible experience for them this summer. We intend to share the information with your child's cabin counselors, and with other staff members (when appropriate). If you wish to provide information that should not be shared with members of the staff, please attach it on a separate sheet of paper.
- **TRIPS AND OTHER OPTIONS AT MTC** - This form describes optional trips that are available at MTC along with other services and items that can be purchased. Please note that **not all campers go on the trips**, so you do not have to sign your teen up for them. Trips serve the purpose of program enhancement.
- **WHITE WATER RAFTING RELEASE FORM** - A signed parental consent form is required by the professional guide service and must be signed and on file in the camp office before your son or daughter can participate in this elective trip. Even if your son or daughter is not yet signed up for this trip, please sign and return the enclosed form in the event that he or she decides to do so while at camp. **Remember to return this form to MTC, not the guide service.**
- **CREDIT CARD AUTHORIZATION** - This form is optional, however, we do encourage you to sign and return it to us, should an emergency with your child develop while at camp. Your child **WILL NOT** have access to your credit card.

- **CAMPER PACKING LIST** - Please use the **Packing List** as a guideline of what to bring to camp. **Advise your son or daughter not to pack too heavily as laundry is a regular part of the camp schedule and is done weekly.** Valuables such as iPods, MP3 players, jewelry, etc. are not essential at camp and may be brought at your own risk. MTC will not be responsible for lost or damaged property. **It is advised to label everything with your son/daughter's name.**
- **PARENT HANDBOOK (not included in this mailing)** – Don't forget that this handbook is downloadable from our website and it's a great source of information to all families. It includes information about our procedures in camp and how we handle all these teens!

SHIPPING – In cooperation of charter bus policy, **NO HARD TRUNKS** will be allowed on the camp charter buses; soft trunks and duffels are acceptable. To reduce your baggage, you may elect to send a separate trunk or duffel bag using United Parcel Service (1-800-PICK-UPS) or another carrier. Please remember to check with the shipper for any weight or luggage restrictions. Please remember to ship your items at least seven to ten business days prior to your son or daughter's arrival at Maine Teen Camp and request *GROUND TRACKING* (when using UPS). When shipping to MTC please remember to clearly label the trunk or package with: Your Child's Name, C/O The Maine Teen Camp, 481 Brownfield Rd., Porter, ME 04068. MTC takes care of shipping luggage home for you and simply invoices you for the shipping home. *MTC will not be responsible for any damage to your luggage caused by shipping.*

CHECKLIST: Have you completed all required documents?

- Medical Form**
- Camper Contract**
- Travel Questionnaire**
- Camper Profile**
- Trips and Options**
- White Water Release (if your child may be going rafting)**
- Credit Card Authorization (optional)**

HERE'S HOW TO REACH US...

MAINE TEEN CAMP (Summer Address: June 1 – September 15) (Winter Address: September 15 - June 1)

**Winter: 170 W. Valentine Street, Westbrook, ME 04092 Tel: 207.625.8581 Fax: 207.625.8738
E-mail: mtc@teencamp.com**

TOLL FREE (USA) WINTER OR SUMMER | (800) 752-2267

**Summer: 481 Brownfield Rd., Porter, ME 04068 Tel: 207-625-8581 Fax: 207-625-8738
E-mail: mtc@teencamp.com**

STATEMENT OF CAMP POLICIES AFFECTING PARENT/GUARDIAN

MAINE TEEN CAMPER CONTRACT: Please familiarize yourself with the guidelines described in the "CAMPER CONTRACT", which your son/daughter must agree to observe during his/her stay with us. The directors reserve the right to withdraw any camper whose influence or actions are deemed harmful or who will not live within the rules and policies of the camp. The use or possession of alcohol, tobacco, or controlled substances (drugs) is strictly prohibited at camp or on camp trips. Please make sure that you clearly describe and discuss these policies with your child before his or her departure for camp, specifically regarding the use or possession of tobacco while at camp or on camp trips. It is not our wish to send any camper home for disciplinary reasons. We also reserve the right to withdraw campers who arrive at camp with preexisting injuries, medical or mental health problems which have not been documented prior to the campers arrival, if those conditions adversely interfere with normal camp operations.

REFUNDS: There will be no deduction or return of fees for campers sent home for behavioral problems or for late arrivals or early departures. It is the responsibility of the camper's family to pay for all costs incurred due to late arrival or early departure regardless of the reason, unless otherwise agreed to in writing. No refund is available for discontinuation of the camp season due to acts of God, natural disaster, acts of war or pandemics/epidemics. Refunds when issued for medical reasons will be pro-rated at a rate of \$50.00/day.

CAMP FEES: All fees must be paid in full by May 1, 2010. Enrollments received after May 1, must be accompanied by full payment and is not refundable. *After January 1st, the full deposit (750.00) is forfeited.* Registrations sent after May 1st should include payment of full tuition. Jurisdiction for the collection of delinquent funds will be in Cumberland County, Maine, and Maine Teen Camp is entitled to recover all costs and fees incurred in the collection of judgment plus 1.5% per month fee for all late payments. Jurisdiction for all other legal action will be in York County, Maine. Any individual bringing legal action against Maine Teen Camp which results in a decision in favor of Maine Teen Camp will be responsible for all related legal, court, and out of pocket expenses of Maine Teen Camp, it's owners' and employees'.

CAMPER HEALTH FORM: A camper health form must be on file in our infirmary before a camper arrives at camp. Please note that this form must be signed by a parent/guardian, allowing a doctor/hospital to provide emergency care in the event of an accident. **If your child arrives at camp without a signed medical form, we will likely be required to take him/her to a physician for a physical exam.** The cost of this exam will be billed to your account. It is generally less costly and more comfortable to have your daughter/son see her/his doctor prior to camp. **PLEASE COMPLETE THIS VERY IMPORTANT DOCUMENT. Any PRESCRIPTION MEDICATIONS must be mailed by courier directly to camp (unless camper is being driven to camp by parents). We wish to accurately account for all incoming medications and from experience, this method is best.**

PACKAGES: The food at camp is wholesome and abundant. Campers have ample opportunity to buy snacks at the camp store or on trips. You do not need to send food to camp, although you may wish to send "care packages". We reserve the right to open all incoming packages sent to campers and/or search belongings at our discretion. **PLEASE DO NOT SEND** caffeinated energy drinks (ie. *Red Bull*, etc.) or gum as a part of care packages!

LAUNDRY: MTC uses a private laundry service to do your child's laundry every 8-10 days. Remember that your camper's clothing should NOT contain items which are delicate, expensive, or dry-clean only items. Laundry services are not always perfect! MTC is not responsible for lost or damaged items.

TELEPHONE, CELL PHONES, EMAIL, PERSONAL ELECTRONICS: **In an emergency, we will get a message to your child to call you immediately, however, we cannot bring campers to the telephone on short notice for routine calls.** Please explain to your son or daughter that office telephones are for office use only and telephone lines must be kept open in case of an emergency. We have four phones for campers to use during our camp store hours of operation for collect calls or calls using a prepaid card. Camp is a very busy place and campers do not always call home during their stay at camp. No news is often times good news. Generally, it is more appropriate to write or email your son/daughter than to call...campers love mail from home! Emailing is done from computers located in our Main Lodge. **All campers will have an active email account that we assign. Campers do not have access to the internet. Cellular phones are NOT permitted in camp or on camp trips. Cellular phones MUST be kept in the office. The use of VIDEO capture capability in personal electronic devices is NOT PERMITTED for use in camp or on camp trips.**

VISITING: We have no official visiting day. You may visit Maine Teen Camp whenever you wish; please let us know in advance so that we can make sure that your son/daughter will be in camp on that day. Campers may not leave camp with anyone other than their own parent(s)/guardian(s) without prior written permission from you.

MONEY AT CAMP: Your child's spending money while at camp is provided in our all-inclusive tuition fee. We provide \$80 per 3.5 week session in our Camp Store, (\$40 per 2 Week Session) which is sufficient to purchase small items while at camp. We also provide cash to your child for any out-of-camp trips that are included in the cost of camp. For our Freeport trip, we send campers each with \$40 to spend. **There are no refunds issued for this money.** If you want your child to have access to additional money at camp (e.g., for other trips, emergency access for any reason), you will need to send it with them to camp. Your credit card details are not for access by your camper. You may choose to use one of several suggestions: bank debit cards, gift cards, charge cards, traveler checks, or cash. **Maine Teen Camp will not be responsible for lost or stolen cash at camp.**

If your camper is a selected participant in our LT (Leadership Training) Program, it is highly recommended that they arrive with extra spending money.

A NOTE ABOUT OUR NO SMOKING POLICY: In accordance with our Camper Contract, there is no smoking or possession of tobacco (or any controlled substance) while at camp. Each summer, several campers are sent home for violation of this policy, and there is NO refund of tuition. If you suspect that your child smokes, we strongly urge you to discuss this policy with them. While this problem only affects a very small number of campers, it is extremely difficult for them and it is best dealt with prior to their arrival at camp.

PACKING for CAMP: We require parents/guardians to inspect your child's luggage prior to departing for camp. Please be certain to pack luggage with your child!

LOSS OF PERSONAL BELONGINGS: Campers lose things. Campers lose clothing, CD's, toiletries, etc. and it is impossible in a camp environment to locate every lost item. It is the responsibility of each child to keep track of his/her personal possessions. Camp does not reimburse for lost or stolen items, but there are things you can do to limit your liability. Do not send anything valuable to camp that you cannot afford to lose. Please do not allow your child to bring expensive items to camp, unless you are willing to run the risk of losing them. Our lost and found is donated to charity at the end of camp.

EQUIPMENT LOSS/DAMAGE: MTC provides all equipment needed to participate in activities, including tennis racquets, musical instruments, art supplies, cameras, etc. As it pertains to the tennis program, we encourage campers to BRING THEIR OWN racquets if they are competitive players. It is important to note that the intentional damage/loss of a camp-owned tennis racquet will be CHARGED to your account in the replacement value of \$50.00 per racquet. Please also note that this too applies to our guitars, which are subject to a replacement fee of \$100.00 each. Please explain the use and care of our tennis racquets and music equipment to your camper.

I, THE PARENT OR LEGAL GUARDIAN OF THE NAMED CHILD, HAVE READ AND UNDERSTOOD MAINE TEEN CAMP POLICIES AND AGREE TO ALL TERMS AND CONDITIONS SET FORTH IN THIS AGREEMENT.

PARENT/GUARDIAN SIGNATURE X _____

MTC CAMPER CONTRACT

The following Maine Teen Camp guidelines are designed to insure that MTC is a happy, safe, and productive community for everyone. Here are the conditions under which we accept camper participation. Read them carefully. On opening day campers will be asked to reaffirm their commitment to these guidelines by re-signing this "CAMPER CONTRACT". Refusal to sign this form or violation of any of these policies **may subject you to immediate dismissal from camp without a refund.**

1. The use or possession of **alcohol, tobacco, marijuana, or any other controlled substances or drugs** is not permitted at camp or on camp trips. It is illegal in the State of Maine to purchase tobacco if you are under the age of 18.
2. Sexual harassment or intimidation, **whether verbal or physical, or hazing or acts of initiation are not tolerated at camp.**
3. Inappropriate sexual contact **is not permitted at camp.**
4. **Verbal or physical** displays of racial, sexual, or religious discrimination **are not permitted at Maine Teen Camp.**
5. Distribution or possession of **lewd, indecent, or offensive materials** is not permitted at camp.
6. The **posting or tagging/identifying photos** of fellow campers to any internet site, including social networking sites (Facebook, Flickr, etc) without prior parental permission is not allowed. It is not permitted to tag/identify photos of adult staff members at camp without their consent (Internet Usage Policy).
7. **Obtaining** body piercing or permanent alterations **of physical appearance while at camp is not permitted.**
8. Weapons, fireworks, lighters, matches, and any other incendiaries **are not permitted in camp.**
9. Campers may not leave the camp property except on organized camp trips or with their parent(s) or guardian(s). To leave camp with someone else, campers must have written permission from parent(s)/guardian(s). Leaving the cabin after the last bell at night or before the breakfast bell in the morning is by permission of staff only.
10. Camper **cabins are private** and open to residents of that cabin only. Visitors may visit a cabin other than their own only when a staff member is present and has given permission.
11. **Theft** at camp, or on camp trips, will not be tolerated. **Respect for private property must be observed while at camp.**
12. Valuables (**traveler's checks, passports, etc.**) **must be kept in the camp office. Maine Teen Camp will not be responsible for lost or damaged property (cameras, CD's, music players, etc.) kept in cabins or other camp buildings. The use of VIDEO capture capability in personal electronic devices is NOT PERMITTED for use in camp or on camp trips. Cellular telephones are NOT permitted in camp or on camp trips.**
13. Attendance **at activities, meals, and evening activities is mandatory, unless the director(s) and/or infirmary grant an exception.**
14. **Campers must maintain a healthy lifestyle at camp. It is essential that campers eat nourishing meals, hydrate, and get ample sleep.**
15. **Everyone must adhere to** program area rules. **The program staff have authority in each respective area. Lakefront and Ropes/Wall are off limits at all times unless otherwise indicated.**
16. **ALL MEDICATION** (prescription or non-prescription) **must be kept in the infirmary at all times.** Cough/cold medications (i.e. Robitussin, Sudafed, etc.) must NOT be kept in camper's possession. Individuals may be granted permission to carry inhalers or bee-sting kits ONLY by camp medical staff.
17. **Each member of the camp is expected to contribute to keeping camp facilities properly cleaned and maintained by participating in camp and cabin chores. Graffiti and other forms of vandalism are not tolerated.**
18. **Respect for indigenous animals and plants around camp and the natural environment in general is expected.**

CAMPER NAME PRINTED: _____

CAMPER SIGNATURE: _____ DATE _____

PARENT'S AUTHORIZATION: THE PERSON HEREIN DESCRIBED HAS PERMISSION TO ENGAGE IN ALL PRESCRIBED CAMP ACTIVITIES EXCEPT AS NOTED BY MY PHYSICIAN OR MYSELF. I HEREBY GIVE PERMISSION TO THE PHYSICIAN SELECTED BY THE CAMP DIRECTOR TO ORDER X-RAYS, ROUTINE TESTS, AND EMERGENCY TREATMENT FOR THE HEALTH OF MY CHILD. IN THE EVENT I CANNOT BE REACHED IN AN EMERGENCY I HEREBY GIVE PERMISSION TO THE PHYSICIAN SELECTED BY THE CAMP DIRECTOR TO HOSPITALIZE, SECURE PROPER TREATMENT FOR AND ORDER INJECTIONS AND/OR ANESTHESIA AND/OR SURGERY FOR MY CHILD AS NAMED ABOVE. I HEREBY AGREE THAT MAINE TEEN CAMP INFIRMARY STAFF MAY DISPENSE OVER-THE-COUNTER MEDICATIONS WHERE DEEMED NECESSARY. I HEREBY RELEASE THE USE OF PHOTO/VIDEO IMAGES AND WORK PRODUCT OF THE ABOVE REGISTERED CAMPER FOR THE PURPOSE OF CAMP PROMOTION AND DISPLAY TO THE GENERAL PUBLIC. I HAVE READ THE POLICIES WRITTEN INCLUDING THE CAMPER CONTRACT, AND AGREE TO ALL TERMS SET FORTH IN THIS AGREEMENT.

PARENT/GUARDIAN SIGNATURE _____ DATE _____

MAINE TEEN CAMP TRAVEL QUESTIONNAIRE

Questions? Email us mtc@teencamp.com or call 1-800-752-2267 (USA)

Travel information should be provided by ALL families at least 3 Weeks PRIOR to camper arrival day to ensure correct travel accommodation. Please print information clearly, and/or send travel details via email.

Camper Name: _____ Camp Session: _____

Telephone # _____ Fax # _____ Parent E-mail: _____

Address: _____ City: _____ State: _____ Zip Code: _____

How Will The Camper Travel TO Camp? _____ MTC Charter BUS _____ AUTOMOBILE _____ AIRPLANE

How Will The Camper Travel FROM Camp? _____ MTC Charter BUS _____ AUTOMOBILE _____ AIRPLANE

I. AUTOMOBILE: _____ (No other information required)

II. CHARTER BUS: If travel is by bus, please indicate which stop best suits your needs. Based on numbers, MTC reserves the right to change or alternate bus stops and may substitute charter bus for van/limo service. Exact pick-up times/locations will be provided to you in JUNE by our Transportation Coordinator. A proposed schedule/location is found below/on reverse.

IS TRANSPORT ONE WAY CHARGE (half-price)? _____ ROUND TRIP CHARGE? _____

OPTIONS:

_____ Newton, MA	\$200/Round Trip
_____ Manchester/Hartford, CT	\$250/Round Trip
_____ New Haven, CT	\$250/Round Trip
_____ Darien, CT	\$250/Round Trip
_____ Teaneck, NJ	\$250/Round Trip
_____ New York City, NY	\$250/Round Trip

All Bus and Van/Limousine fares listed are for Round Trip Travel. If necessary, you may elect to use the Camp Bus or Limousine "one-way" and pay 1/2 the price. Please remember to indicate so on this form. Duffel bags, suitcases, and other small items may be put on the bus with your camper. Due to carrier policy, no hard trunks will be allowed on the camp bus. You may send hard trunks and other items via UPS, or another carrier. Please remember to ship your items at least seven to ten business days prior to your teen's arrival at MTC. When shipping to MTC, please remember to clearly label the trunk or package with: **Your Child's Name: C/O The Maine Teen Camp, 481 Brownfield Rd., Porter, ME 04068.** We suggest that you use "UPS Ground-Tracking" for all items and purchase adequate insurance. Pack a bag lunch and beverage(s) for your teen for the bus ride. **Camp chaperones will accompany your teen on the bus trip to and from camp.**

III. AIR: MTC WILL ACCEPT ARRIVALS/DEPARTURES USING —

_____ PORTLAND (PWM) INTERNATIONAL JETPORT (MAINE) or
_____ BOSTON (BOS) LOGAN INTERNATIONAL (MASSACHUSETTS)

The first choice of airport is Portland, Maine, which is approximately 45min drive from camp. Boston is approximately 2.5 hours drive from camp, and is the second choice. Portland is a FREE service to/from camp. Boston charge is \$200 round trip service. If indicated as a Boston arrival/dep., MTC will charge your account.

TRAVEL DATES ARE THE START AND END DATE OF EACH SESSION. PLEASE BE SURE TO USE ONLY MTC SPECIFIC TRAVEL DATES FOR YOUR FLIGHTS. IF YOU CANNOT TRAVEL ON OUR SPECIFIED DATES, THERE WILL BE A SUR-CHARGE FEE OF \$100.00 (EACH WAY) AND THIS MUST BE PRE-APPROVED. IT IS EXTREMELY IMPORTANT THAT YOU MAKE TRAVEL PLANS ON OUR DATES. PLEASE CONTACT OUR OFFICE BEFORE MAKING LATE/EARLY ARRIVALS/DEPARTURES.

THE CAMPER WILL BE TRAVELING TO CAMP ON: _____ / _____ / 2009 on _____ Airlines

Month Day
on flight number: _____ departing from: _____ at: _____ AM / PM (Circle One)

and arriving in PWM or BOS (Circle one) at: _____ AM / PM (Circle One)

CONNECTING FLIGHT INFORMATION (if applicable)

Switching from _____ Airlines

on flight number: _____ departing from: _____ at: _____ AM / PM (Circle One)

and arriving in: _____ at: _____ AM / PM (Circle One)

THE CAMPER WILL BE TRAVELING FROM CAMP ON: _____ / _____ / 2009 on _____ Airlines

on flight number: _____ departing from PWM or BOS (Circle one) at: _____
Month Day
AM / PM (Circle One)

and arriving in: _____ at: _____ AM / PM (Circle One)

CONNECTING FLIGHT INFORMATION (if applicable)

Then switching to _____ Airlines

on flight number: _____ departing from: _____ at: _____ AM / PM (Circle One)

and arriving in: _____ at: _____ AM / PM (Circle One)

Does your camper require Boston Airport Pick-Up/Return? If yes, please mark with a check.

_____ Boston Airport Shuttle Service (FEE is \$200 return and will be charged to your account)

Mail or Fax form to: MTC 170 W. Valentine Street, Westbrook, Maine 04092 USA Fax: 207.625.8738 (before June 1) OR

MTC 481 Brownfield Road, Porter, ME 04068 USA Fax: 207.625.8738 (after June 1)

Proposed Charter Bus Locations 2010

MTC reserves the right to make changes to this schedule.

Bus to Camp: June 27 and July 25

Bus from Camp: July 22, August 8, and August 19

Our Travel Questionnaire indicates several charter bus locations if your camper is arriving at camp by bus. Families should meet the bus at the following select locations. These are also the drop-off locations at the end of camp. Please note that times are only approximate at this time. **Our travel coordinator will be confirming all bus pick-ups with you in the week prior to your camper arriving.** Depending on demand, some locations may be changed as camp draws nearer and van/limo service may substitute for charter service. The charter bus company we use is called **"Custom Coach"**.

Our staff greet campers at the pickup location for the bus. The staff members will be wearing an MTC Staff T-shirt. Our staff have cellular telephones and/or pagers and are in contact with the office frequently.

- **NEW YORK CITY, NY - 7:30AM**

Behind Lincoln Center, West 62nd Street between Amsterdam and Columbus Avenue.

- **TEANECK, NJ - 8:15AM**

Parking lot of the Marriott at Glen Pointe (201) 836-0600 located at 70 Frank West Burr Blvd. Exit 70B off I-80 East or Exit 70 off I-80 West. From the NJ Turnpike North, remember to stay in the LOCAL LANE.

- **DARIEN, CT - 9:15AM**

The service area between exits 12 and 13 on the northbound portion of I95.

- **NEW HAVEN, CT - 10:15AM**

The parking area across the highway from Long Wharf Theater just off the ramp of exit 46 on the beach side.

- **MANCHESTER/HARTFORD, CT - 11:15AM**

Take the Buckland St. exit(#62) off I-84. We will meet in the NW corner of the Buckland Hills Mall parking lot across from Sears. Mall Information (860)644-1450.

- **NEWTON, MA - 11:30AM**

Duck Feeding Pond parking lot across the pond from the Newton Marriott Hotel. It is the first exit off route 128, north of the Mass Pike. You have to go down the 128 entry ramp a short distance to enter the duck feeding pond parking lot. The Marriott hotel has a great detailed automated direction guide if needed (617)969-1000. This stop may be serviced by Mermaid Transportation. They will pick-up in 12 passenger white vans accompanied by our chaperones.

CAMPER PROFILE

Please take a few moments to complete this **important** document. The following list of questions are intended to help us become better acquainted with your camper so that we can provide the best possible experience for them this summer. We intend on sharing this information with your camper's cabin counselors, and perhaps with other staff members, should it become appropriate. If you wish to provide information that should not be shared with other staff members, please attach it on a separate sheet of paper. **Remember to include a photo, as this helps counselors identify your camper when they arrive at camp.** Even if your camper is returning for another summer, please complete this profile, as oftentimes, a new counselor will be assigned to your camper.

Full Name of Camper: _____

Name my camper likes to be called: _____

This is my camper's _____ (number) summer at Maine Teen Camp.

Camper lives with (circle one):

Two parents Mother Father Grandparents Other: _____

1. I would describe my camper as _____.

- a. outgoing**
- b. shy**
- c. somewhere in between the two**

Comments:

2. The likelihood of my camper being homesick is _____.

- a. extremely likely**
- b. possible**
- c. NOT likely at all**

Comments:

3. In terms of friendships, my camper _____.

- a. has many friends**
- b. has an average number of friends**
- c. has a few close friends**
- d. has trouble forming friendships**

Comments:

Over please...

Please provide comment on the following:

- 1. List some of your camper's favorite hobbies or activities (to facilitate conversation with counselors).**

- 2. Have there been any significant events in your camper's life over the past few years that may affect his/her behavior at camp? E.g., divorce, death, separation, health issues, emotional issues, etc.**

- 3. What is the one piece of advice you can offer to our counselors about your camper?**

- 4. Does your camper have any special dietary considerations? What are your camper's eating habits? Favorite foods? Least favorite foods?**

- 5. Are there are SPECIFIC programs/activities that you would like your camper to participate in this summer?**

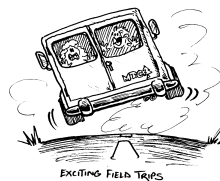
- 6. Is there anything further that you feel deserves special mention?**

Please feel free to provide any additional comments or information that you feel may be helpful to us. You may wish to attach a supplementary piece of paper.

Please attach a recent photo



Camper Name _____



TRIPS AND OPTIONS

In addition to the regularly scheduled trips and programs that are included in the MTC tuition, the following **OPTIONAL TRIPS** and **PROGRAMS** are offered to campers at **ADDITIONAL COST**. (All fees are in US Dollars.)

Please note: **Campers must display maturity and responsibility while in camp to participate in camp trips and we reserve the right to refuse any camper based on their actions at camp.**

THE TRIPS AND OPTIONS LISTED ARE DESCRIBED FURTHER BELOW.

PLEASE CHECK THE OPTIONS THAT YOU WOULD LIKE TO BE BILLED FOR:



Trip Options:

- **White Water Rafting** (2 days 1 night) \$250 (includes \$15 spending money)
- **Best of Boston** (1 day trip) \$200 (includes \$40 spending money)
- **Whale Watching** (1 day trip) \$150 (includes lobster dinner)
- **Best of Portland, ME** (1 day trip) \$100 (includes \$40 spending money)
- **Freeport Outlet Shops, ME** (1 day trip) **NO COST/FREE** (includes \$40 spending money)
- **Water Park** (1 day trip) **NO COST/FREE**

Activity Options:

- **ESL Instruction (Internationals Only, 1 period/day)** \$50 for entire camp stay
- **CPR/First Aid Course (1 period/day for one wk)** \$25

Other Available Options:

- **Birthday Cabin Party** Please call our office after opening day for options.

Total: \$ _____

See trip details on reverse>>

TRIP/OPTIONS DETAILS

WHITE WATER RAFTING (\$250) --This 2-day overnight trip is offered twice a session . After an enjoyable evening meal and campfire, curl up in fully furnished log cabins (NEW for 2008) for a good night's sleep before braving the rapids the next day! Rafting is an exhilarating trip led by professional river rafting guides. Due to high demand, it is strongly encouraged that if interested, you register for this trip *before camp*. (Includes \$15 spending money)

WHALE WATCHING (\$150) - This day trip goes out twice during the summer and offers a chance to see the famous Maine and/or Massachusetts coastline from another perspective. We top off the day with one of Maine's famous lobster dinners.

BEST OF PORTLAND, MAINE (\$100) --See what Portland, Maine has to offer! Tour Maine's largest city winding through the cobbled streets of Portland's Old Port and arts district. See the picturesque New England waterfront and visit local businesses for a bit of shopping. Before traveling to the famous **Portland Head Lighthouse** (www.portlandheadlight.com) in Cape Elizabeth, enjoy some delicious local seafood at **Portland Lobster Company** and a sweet treat at Maine favorite, **Beal's Ice Cream**. (Includes \$40 spending money)

BEST OF BOSTON, MA (\$200) -- Visit one of our finest cities! The day trip includes a visit to Newbury Street for some shopping, Enjoy a famous Duck Tour of the city, then view the city from the Prudential Center's Sky Walk, and finally dine at one of Boston's finest restaurants. (Includes \$40 spending money)

FREEPORT, ME (FREE TRIP) - Freeport, Maine is a small town which is known for terrific outlet shopping. Freeport features many popular retail stores including L.L. Bean, Ralph Lauren, J. Crew, Banana Republic, Abercrombie and Fitch, Burberry, Cole Haan, North Face, Gap, etc., all offering their merchandise at prices well below retail. This day trip is one that our campers look forward to each session. **All campers go on the Freeport trip as a regularly scheduled trip day. Every MTC camper is provided with \$40, but if you would like your child to shop for school, or souvenirs, you may wish to send them with added spending money. All campers go on this trip!***

WATER PARK (FREE TRIP) -- Located in Saco, Maine, this is Maine's largest water park. During this day trip, try out one of the high speed water slides, bounce around in the bumper boats, or float in the giant wave pool. All campers go on this trip!*

ESL LESSONS (\$50) - English as a Second Language is offered as a program option for international campers. Daily classes cover both oral and written language skills. These classes are taught by staff specifically trained in the teaching field. Each class is one activity period (about 1 hour).

CPR / FIRST AID TRAINING (\$25) - Our American Red Cross CPR/First Aid course is taught by an experienced and certified ARC staff member each session. Please note that your child must be willing to devote one activity period for one week. This option may/may not be available from season to season, depending upon our staff.

BIRTHDAY PARTY - If your child has a birthday at camp, we will provide a complimentary birthday cake and recognize their birthday on the appropriate date. If you would like CAMP to arrange a special pizza party, please call our office and we will determine a price based upon the number of campers in your child's cabin. We can simply invoice you the charges for the party. Other suggestions are packages from home or delivered flowers.

***All campers will go on the free trip to the water park and/or Freeport. Two Week Session campers will go on EITHER the water park trip OR the Freeport trip, with weather being the deciding factor.*

Other trips are scheduled as events are announced in our local area. Music concerts are often available and we will contact families as such events are announced.

**QUESTIONS? Please contact our office.
1-800-752-2267 or mtc@teencamp.com**

Camper Name _____
(please print clearly)

Maine Teen Camp

CREDIT CARD AUTHORIZATION

Dear Family:

Over the course of the summer, it is not unusual for campers to incur costs which are not anticipated; a visit to the orthodontist, a prescription for medicine, broken glasses, and a variety of other charges such as a decision to participate in a trip or to extend their session at MTC may develop.

For these reasons, we are requesting that you provide us with your authorization to charge unpaid balances to your MasterCard or VISA account.

**Please understand that this authorization will NOT be used for additional cash at camp. It is against credit card company policy for MTC to charge money to give to your child. Your child will NOT have access to your card number.

I authorize Maine Teen Camp to charge my credit card for unpaid balances of tuition and other costs in full. This authorization is valid until September 30, 2010. We will mail or email a copy of your invoice with a description of charges.

Please Print Clearly

Name on Credit Card: _____

Credit Card Type (check one): VISA _____ MasterCard _____

Credit Card Number: _____

Expiration Date: _____ (must be valid through September 30, 2010)

Verification Value: _____ (This is a three digit code that can be found in the signature box on the reverse of your credit card. The three digits will follow the 16 digit card number printed in the box.)

Signature: _____ Date: _____

Billing Address:

Street

Town/City

State/Province

Country

Zip/PC

MAINE TEEN CAMP

PACKING LIST

Suggested items and numbers:

JEANS/PANTS	1-2
SHORTS	7-9
SWEATSHIRT/SWEAT PANTS	1-2
UNDERWEAR	12
SOCKS	12
SWEATER	1
LIGHT JACKET/WINDBREAKER/RAINCOAT	1
BATHING SUIT	1-2
T-SHIRTS/SHORT SLEEVED TOPS	10-12
SNEAKERS	1
DRESS/SKIRT/PANT	1 SEMI-CASUAL OUTFIT
SANDALS / FLIP FLOPS	1
BEACH TOWEL	1
TOWEL (Bath)	2
PILLOW CASES	Supplied by MTC
SLEEPING BAG	Supplied by MTC
SHEETS (twin bed sets)	Supplied by MTC
PILLOW	Supplied by MTC



EXTRA SUGGESTIONS... PRE-PAID TELEPHONE CARDS, FLASHLIGHT, TOILET ARTICLES, SUNGLASSES, SUNBLOCK, BOOKS, JOURNALS, AN INEXPENSIVE CAMERA, TENNIS RACQUET (if you play)

PRESCRIPTION MEDICATIONS: Please note that all **prescription medications should be sent to camp by courier mail.**

FOOTWEAR IS IMPORTANT. MAKE SURE IT FITS WELL AND IS COMFORTABLE. SANDALS OR "FLIP FLOPS" ARE IDEAL FOR SOME AREAS OF CAMP, BUT A GOOD PAIR OF SNEAKERS IS ESSENTIAL.

PACK LIGHT! When in doubt, leave it at home! Bring no more than you can carry. Try to avoid suitcases or giant trunks. Backpacks and duffel bags are easy to carry. It is a good idea to label all clothing and equipment that you bring.

LAUNDRY: MTC uses a laundry service every 8-10 days. Please pack accordingly.

YOU MAY CHOOSE TO SEND TRUNKS AND DUFFELS VIA **UPS** OR ANOTHER SERVICE. THIS MEANS LESS FOR YOUR SON OR DAUGHTER TO CARRY AND MAKES TRAVEL MUCH EASIER. A SMALL TRUNK OR DUFFEL BAG IS BEST.

CELLULAR PHONES: Mobile/Cell phones are NOT permitted for use within camp. If you choose to bring one, you should be expecting to keep it in our office lock boxes for safe keeping until you travel out of camp.

DIGITAL CAMERAS: If your camper does choose to bring an expensive digital camera, we would strongly encourage it be kept locked in our camp office.

DO NOT BRING: Expensive jewelry or expensive designer clothing. iPods and MP3 PLAYERS that you cannot afford to lose. Articles that are of value to you, sentimental or otherwise. Do not pack fireworks, weapons of any kind, knives, alcohol, tobacco, illegal drugs, energy drinks, skateboards or inline skates, televisions, personal computers, personal movie players or televisions.

When shipping trunks and duffels to camp...

Please ship items at least 7 - 10 business days prior to your son/daughter arrival and send them to:

[YOUR CHILD'S NAME]
c/o MAINE TEEN CAMP

481 BROWNFIELD RD, PORTER, ME 04068

Request "Ground Tracking" and always use adequate insurance on any valuables.



MAINE TEEN CAMP PRE-CAMP PACKET Information

Your Pre-Camp Packet consists of several documents listed below. These are important forms; some of which you need to return to our office. Some are for your own reference and provide useful information to prepare for your camper's arrival at MTC.

- **STATEMENT OF CAMP POLICIES AFFECTING PARENTS** - We urge you to **read carefully and keep for your records**.
- **CAMPER CONTRACT** – **Please retain a copy**. Your camper's participation in Maine Teen Camp presumes his or her complete support of our camp policies as outlined in the "Camper Contract". All campers and parents must sign this document and be aware of the camp's rules and policies; **specifically our firm policy regarding the use or possession of tobacco and other controlled substances** and other behavioral restrictions and limitations. **Any camper possessing or using tobacco, alcohol or drugs, or who violates policies affecting the safe and proper operation of Maine Teen Camp will be sent home at your cost immediately with no refund of camp tuition**. In signing your son or daughter's Registration Form we assume that you have read the contract carefully, discussed it with your child, and are in support of our camp policies as outlined in the "Maine Teen Camp Statement of Policies Affecting Parents" and "Maine Teen Camp - Camper Contract."
- **MEDICAL FORM** – Maine Teen Camp, the State of Maine, and the American Camp Association requires ALL campers have an updated medical form on file in our office and infirmary **BEFORE** they arrive at camp. **Returning campers must complete a new form each season**. We ask families to go to our website and download the Medical Form. (If you are unable to do so, please contact our office for a hardcopy). **Please complete all (4) pages of the form and have your family physician complete the final page (page 5)**. NOTE: Your child must have had a completed medical exam within the last 24 months upon his/her arrival at camp. If your child has had a medical exam in the last 24 months prior to arriving at camp, a further exam is not necessary. Simply have your doctor complete and sign on the last page. **Please note the importance of having your child's health records accessible to us at camp, should a medical emergency occur.**
- **CAMPER TRAVEL QUESTIONNAIRE** - Please complete and return this form as soon as possible to our camp office. **Remember that after June 1, your form should be returned to our summer office (481 Brownfield Rd., Porter, ME 04068)**. Closer to the start of camp, we will be sending you a travel confirmation to ensure that we have the correct information for your camper's trip to/from camp and will meet him or her at the right location. **Please note that we do not always bill you for travel costs until we know your mode of travel, which is usually after receipt of your travel questionnaire.**
- **CAMPER PROFILE** - This form is your opportunity to tell us more about your son/daughter. It is full of questions that are intended to help us become better acquainted with your son/daughter so that we can provide the best possible experience for them this summer. We intend to share the information with your child's cabin counselors, and with other staff members (when appropriate). If you wish to provide information that should not be shared with members of the staff, please attach it on a separate sheet of paper.
- **TRIPS AND OTHER OPTIONS AT MTC** - This form describes optional trips that are available at MTC along with other services and items that can be purchased. Please note that **not all campers go on the trips**, so you do not have to sign your teen up for them. Trips serve the purpose of program enhancement.
- **WHITE WATER RAFTING RELEASE FORM** - A signed parental consent form is required by the professional guide service and must be signed and on file in the camp office before your son or daughter can participate in this elective trip. Even if your son or daughter is not yet signed up for this trip, please sign and return the enclosed form in the event that he or she decides to do so while at camp. **Remember to return this form to MTC, not the guide service.**
- **CREDIT CARD AUTHORIZATION** - This form is optional, however, we do encourage you to sign and return it to us, should an emergency with your child develop while at camp. Your child **WILL NOT** have access to your credit card.

- **CAMPER PACKING LIST** - Please use the **Packing List** as a guideline of what to bring to camp. **Advise your son or daughter not to pack too heavily as laundry is a regular part of the camp schedule and is done weekly.** Valuables such as iPods, MP3 players, jewelry, etc. are not essential at camp and may be brought at your own risk. MTC will not be responsible for lost or damaged property. **It is advised to label everything with your son/daughter's name.**
- **PARENT HANDBOOK (not included in this mailing)** – Don't forget that this handbook is downloadable from our website and it's a great source of information to all families. It includes information about our procedures in camp and how we handle all these teens!

SHIPPING – In cooperation of charter bus policy, **NO HARD TRUNKS** will be allowed on the camp charter buses; soft trunks and duffels are acceptable. To reduce your baggage, you may elect to send a separate trunk or duffel bag using United Parcel Service (1-800-PICK-UPS) or another carrier. Please remember to check with the shipper for any weight or luggage restrictions. Please remember to ship your items at least seven to ten business days prior to your son or daughter's arrival at Maine Teen Camp and request *GROUND TRACKING* (when using UPS). When shipping to MTC please remember to clearly label the trunk or package with: Your Child's Name, C/O The Maine Teen Camp, 481 Brownfield Rd., Porter, ME 04068. MTC takes care of shipping luggage home for you and simply invoices you for the shipping home. *MTC will not be responsible for any damage to your luggage caused by shipping.*

CHECKLIST: Have you completed all required documents?

- Medical Form**
- Camper Contract**
- Travel Questionnaire**
- Camper Profile**
- Trips and Options**
- White Water Release (if your child may be going rafting)**
- Credit Card Authorization (optional)**

HERE'S HOW TO REACH US...

MAINE TEEN CAMP (Summer Address: June 1 – September 15) (Winter Address: September 15 - June 1)

**Winter: 170 W. Valentine Street, Westbrook, ME 04092 Tel: 207.625.8581 Fax: 207.625.8738
E-mail: mtc@teencamp.com**

TOLL FREE (USA) WINTER OR SUMMER | (800) 752-2267

**Summer: 481 Brownfield Rd., Porter, ME 04068 Tel: 207-625-8581 Fax: 207-625-8738
E-mail: mtc@teencamp.com**

STATEMENT OF CAMP POLICIES AFFECTING PARENT/GUARDIAN

MAINE TEEN CAMPER CONTRACT: Please familiarize yourself with the guidelines described in the "CAMPER CONTRACT", which your son/daughter must agree to observe during his/her stay with us. The directors reserve the right to withdraw any camper whose influence or actions are deemed harmful or who will not live within the rules and policies of the camp. The use or possession of alcohol, tobacco, or controlled substances (drugs) is strictly prohibited at camp or on camp trips. Please make sure that you clearly describe and discuss these policies with your child before his or her departure for camp, specifically regarding the use or possession of tobacco while at camp or on camp trips. It is not our wish to send any camper home for disciplinary reasons. We also reserve the right to withdraw campers who arrive at camp with preexisting injuries, medical or mental health problems which have not been documented prior to the campers arrival, if those conditions adversely interfere with normal camp operations.

REFUNDS: There will be no deduction or return of fees for campers sent home for behavioral problems or for late arrivals or early departures. It is the responsibility of the camper's family to pay for all costs incurred due to late arrival or early departure regardless of the reason, unless otherwise agreed to in writing. No refund is available for discontinuation of the camp season due to acts of God, natural disaster, acts of war or pandemics/epidemics. Refunds when issued for medical reasons will be pro-rated at a rate of \$50.00/day.

CAMP FEES: All fees must be paid in full by May 1, 2010. Enrollments received after May 1, must be accompanied by full payment and is not refundable. *After January 1st, the full deposit (750.00) is forfeited.* Registrations sent after May 1st should include payment of full tuition. Jurisdiction for the collection of delinquent funds will be in Cumberland County, Maine, and Maine Teen Camp is entitled to recover all costs and fees incurred in the collection of judgment plus 1.5% per month fee for all late payments. Jurisdiction for all other legal action will be in York County, Maine. Any individual bringing legal action against Maine Teen Camp which results in a decision in favor of Maine Teen Camp will be responsible for all related legal, court, and out of pocket expenses of Maine Teen Camp, it's owners' and employees'.

CAMPER HEALTH FORM: A camper health form must be on file in our infirmary before a camper arrives at camp. Please note that this form must be signed by a parent/guardian, allowing a doctor/hospital to provide emergency care in the event of an accident. **If your child arrives at camp without a signed medical form, we will likely be required to take him/her to a physician for a physical exam.** The cost of this exam will be billed to your account. It is generally less costly and more comfortable to have your daughter/son see her/his doctor prior to camp. **PLEASE COMPLETE THIS VERY IMPORTANT DOCUMENT. Any PRESCRIPTION MEDICATIONS must be mailed by courier directly to camp (unless camper is being driven to camp by parents). We wish to accurately account for all incoming medications and from experience, this method is best.**

PACKAGES: The food at camp is wholesome and abundant. Campers have ample opportunity to buy snacks at the camp store or on trips. You do not need to send food to camp, although you may wish to send "care packages". We reserve the right to open all incoming packages sent to campers and/or search belongings at our discretion. **PLEASE DO NOT SEND** caffeinated energy drinks (ie. *Red Bull*, etc.) or gum as a part of care packages!

LAUNDRY: MTC uses a private laundry service to do your child's laundry every 8-10 days. Remember that your camper's clothing should NOT contain items which are delicate, expensive, or dry-clean only items. Laundry services are not always perfect! MTC is not responsible for lost or damaged items.

TELEPHONE, CELL PHONES, EMAIL, PERSONAL ELECTRONICS: **In an emergency, we will get a message to your child to call you immediately, however, we cannot bring campers to the telephone on short notice for routine calls.** Please explain to your son or daughter that office telephones are for office use only and telephone lines must be kept open in case of an emergency. We have four phones for campers to use during our camp store hours of operation for collect calls or calls using a prepaid card. Camp is a very busy place and campers do not always call home during their stay at camp. No news is often times good news. Generally, it is more appropriate to write or email your son/daughter than to call...campers love mail from home! Emailing is done from computers located in our Main Lodge. **All campers will have an active email account that we assign. Campers do not have access to the internet. Cellular phones are NOT permitted in camp or on camp trips. Cellular phones MUST be kept in the office. The use of VIDEO capture capability in personal electronic devices is NOT PERMITTED for use in camp or on camp trips.**

VISITING: We have no official visiting day. You may visit Maine Teen Camp whenever you wish; please let us know in advance so that we can make sure that your son/daughter will be in camp on that day. Campers may not leave camp with anyone other than their own parent(s)/guardian(s) without prior written permission from you.

MONEY AT CAMP: Your child's spending money while at camp is provided in our all-inclusive tuition fee. We provide \$80 per 3.5 week session in our Camp Store, (\$40 per 2 Week Session) which is sufficient to purchase small items while at camp. We also provide cash to your child for any out-of-camp trips that are included in the cost of camp. For our Freeport trip, we send campers each with \$40 to spend. **There are no refunds issued for this money.** If you want your child to have access to additional money at camp (e.g., for other trips, emergency access for any reason), you will need to send it with them to camp. Your credit card details are not for access by your camper. You may choose to use one of several suggestions: bank debit cards, gift cards, charge cards, traveler checks, or cash. **Maine Teen Camp will not be responsible for lost or stolen cash at camp.**

If your camper is a selected participant in our LT (Leadership Training) Program, it is highly recommended that they arrive with extra spending money.

A NOTE ABOUT OUR NO SMOKING POLICY: In accordance with our Camper Contract, there is no smoking or possession of tobacco (or any controlled substance) while at camp. Each summer, several campers are sent home for violation of this policy, and there is NO refund of tuition. If you suspect that your child smokes, we strongly urge you to discuss this policy with them. While this problem only affects a very small number of campers, it is extremely difficult for them and it is best dealt with prior to their arrival at camp.

PACKING for CAMP: We require parents/guardians to inspect your child's luggage prior to departing for camp. Please be certain to pack luggage with your child!

LOSS OF PERSONAL BELONGINGS: Campers lose things. Campers lose clothing, CD's, toiletries, etc. and it is impossible in a camp environment to locate every lost item. It is the responsibility of each child to keep track of his/her personal possessions. Camp does not reimburse for lost or stolen items, but there are things you can do to limit your liability. Do not send anything valuable to camp that you cannot afford to lose. Please do not allow your child to bring expensive items to camp, unless you are willing to run the risk of losing them. Our lost and found is donated to charity at the end of camp.

EQUIPMENT LOSS/DAMAGE: MTC provides all equipment needed to participate in activities, including tennis racquets, musical instruments, art supplies, cameras, etc. As it pertains to the tennis program, we encourage campers to BRING THEIR OWN racquets if they are competitive players. It is important to note that the intentional damage/loss of a camp-owned tennis racquet will be CHARGED to your account in the replacement value of \$50.00 per racquet. Please also note that this too applies to our guitars, which are subject to a replacement fee of \$100.00 each. Please explain the use and care of our tennis racquets and music equipment to your camper.

I, THE PARENT OR LEGAL GUARDIAN OF THE NAMED CHILD, HAVE READ AND UNDERSTOOD MAINE TEEN CAMP POLICIES AND AGREE TO ALL TERMS AND CONDITIONS SET FORTH IN THIS AGREEMENT.

PARENT/GUARDIAN SIGNATURE X _____

MTC CAMPER CONTRACT

The following Maine Teen Camp guidelines are designed to insure that MTC is a happy, safe, and productive community for everyone. Here are the conditions under which we accept camper participation. Read them carefully. On opening day campers will be asked to reaffirm their commitment to these guidelines by re-signing this "CAMPER CONTRACT". Refusal to sign this form or violation of any of these policies **may subject you to immediate dismissal from camp without a refund.**

1. The use or possession of **alcohol, tobacco, marijuana, or any other controlled substances or drugs** is not permitted at camp or on camp trips. It is illegal in the State of Maine to purchase tobacco if you are under the age of 18.
2. Sexual harassment or intimidation, **whether verbal or physical, or hazing or acts of initiation are not tolerated at camp.**
3. Inappropriate sexual contact **is not permitted at camp.**
4. **Verbal or physical** displays of racial, sexual, or religious discrimination **are not permitted at Maine Teen Camp.**
5. Distribution or possession of **lewd, indecent, or offensive materials** is not permitted at camp.
6. The **posting or tagging/identifying photos** of fellow campers to any internet site, including social networking sites (Facebook, Flickr, etc) without prior parental permission is not allowed. It is not permitted to tag/identify photos of adult staff members at camp without their consent (Internet Usage Policy).
7. **Obtaining** body piercing or permanent alterations **of physical appearance while at camp is not permitted.**
8. Weapons, fireworks, lighters, matches, and any other incendiaries **are not permitted in camp.**
9. Campers may not leave the camp property except on organized camp trips or with their parent(s) or guardian(s). To leave camp with someone else, campers must have written permission from parent(s)/guardian(s). Leaving the cabin after the last bell at night or before the breakfast bell in the morning is by permission of staff only.
10. Camper **cabins are private** and open to residents of that cabin only. Visitors may visit a cabin other than their own only when a staff member is present and has given permission.
11. **Theft** at camp, or on camp trips, will not be tolerated. **Respect for private property must be observed while at camp.**
12. Valuables (**traveler's checks, passports, etc.**) **must be kept in the camp office. Maine Teen Camp will not be responsible for lost or damaged property (cameras, CD's, music players, etc.) kept in cabins or other camp buildings. The use of VIDEO capture capability in personal electronic devices is NOT PERMITTED for use in camp or on camp trips. Cellular telephones are NOT permitted in camp or on camp trips.**
13. Attendance **at activities, meals, and evening activities is mandatory, unless the director(s) and/or infirmary grant an exception.**
14. **Campers must maintain a healthy lifestyle at camp. It is essential that campers eat nourishing meals, hydrate, and get ample sleep.**
15. **Everyone must adhere to** program area rules. **The program staff have authority in each respective area. Lakefront and Ropes/Wall are off limits at all times unless otherwise indicated.**
16. **ALL MEDICATION** (prescription or non-prescription) **must be kept in the infirmary at all times.** Cough/cold medications (i.e. Robitussin, Sudafed, etc.) must NOT be kept in camper's possession. Individuals may be granted permission to carry inhalers or bee-sting kits **ONLY** by camp medical staff.
17. **Each member of the camp is expected to contribute to keeping camp facilities properly cleaned and maintained by participating in** camp and cabin chores. Graffiti and other forms of vandalism **are not tolerated.**
18. **Respect for indigenous animals and plants around camp and the natural environment in general is expected.**

CAMPER NAME PRINTED: _____

CAMPER SIGNATURE: _____ DATE _____

PARENT'S AUTHORIZATION: THE PERSON HEREIN DESCRIBED HAS PERMISSION TO ENGAGE IN ALL PRESCRIBED CAMP ACTIVITIES EXCEPT AS NOTED BY MY PHYSICIAN OR MYSELF. I HEREBY GIVE PERMISSION TO THE PHYSICIAN SELECTED BY THE CAMP DIRECTOR TO ORDER X-RAYS, ROUTINE TESTS, AND EMERGENCY TREATMENT FOR THE HEALTH OF MY CHILD. IN THE EVENT I CANNOT BE REACHED IN AN EMERGENCY I HEREBY GIVE PERMISSION TO THE PHYSICIAN SELECTED BY THE CAMP DIRECTOR TO HOSPITALIZE, SECURE PROPER TREATMENT FOR AND ORDER INJECTIONS AND/OR ANESTHESIA AND/OR SURGERY FOR MY CHILD AS NAMED ABOVE. I HEREBY AGREE THAT MAINE TEEN CAMP INFIRMARY STAFF MAY DISPENSE OVER-THE-COUNTER MEDICATIONS WHERE DEEMED NECESSARY. I HEREBY RELEASE THE USE OF PHOTO/VIDEO IMAGES AND WORK PRODUCT OF THE ABOVE REGISTERED CAMPER FOR THE PURPOSE OF CAMP PROMOTION AND DISPLAY TO THE GENERAL PUBLIC. I HAVE READ THE POLICIES WRITTEN INCLUDING THE CAMPER CONTRACT, AND AGREE TO ALL TERMS SET FORTH IN THIS AGREEMENT.

PARENT/GUARDIAN SIGNATURE _____ DATE _____

MAINE TEEN CAMP TRAVEL QUESTIONNAIRE

Questions? Email us mtc@teencamp.com or call 1-800-752-2267 (USA)

Travel information should be provided by ALL families at least 3 Weeks PRIOR to camper arrival day to ensure correct travel accommodation. Please print information clearly, and/or send travel details via email.

Camper Name: _____ Camp Session: _____

Telephone # _____ Fax # _____ Parent E-mail: _____

Address: _____ City: _____ State: _____ Zip Code: _____

How Will The Camper Travel TO Camp? _____ MTC Charter BUS _____ AUTOMOBILE _____ AIRPLANE

How Will The Camper Travel FROM Camp? _____ MTC Charter BUS _____ AUTOMOBILE _____ AIRPLANE

I. AUTOMOBILE: _____ (No other information required)

II. CHARTER BUS: If travel is by bus, please indicate which stop best suits your needs. Based on numbers, MTC reserves the right to change or alternate bus stops and may substitute charter bus for van/limo service. Exact pick-up times/locations will be provided to you in JUNE by our Transportation Coordinator. A proposed schedule/location is found below/on reverse.

IS TRANSPORT ONE WAY CHARGE (half-price)? _____ ROUND TRIP CHARGE? _____

OPTIONS:

_____ Newton, MA	\$200/Round Trip
_____ Manchester/Hartford, CT	\$250/Round Trip
_____ New Haven, CT	\$250/Round Trip
_____ Darien, CT	\$250/Round Trip
_____ Teaneck, NJ	\$250/Round Trip
_____ New York City, NY	\$250/Round Trip

All Bus and Van/Limousine fares listed are for Round Trip Travel. If necessary, you may elect to use the Camp Bus or Limousine "one-way" and pay 1/2 the price. Please remember to indicate so on this form. Duffel bags, suitcases, and other small items may be put on the bus with your camper. Due to carrier policy, no hard trunks will be allowed on the camp bus. You may send hard trunks and other items via UPS, or another carrier. Please remember to ship your items at least seven to ten business days prior to your teen's arrival at MTC. When shipping to MTC, please remember to clearly label the trunk or package with: **Your Child's Name: C/O The Maine Teen Camp, 481 Brownfield Rd., Porter, ME 04068.** We suggest that you use "UPS Ground-Tracking" for all items and purchase adequate insurance. Pack a bag lunch and beverage(s) for your teen for the bus ride. **Camp chaperones will accompany your teen on the bus trip to and from camp.**

III. AIR: MTC WILL ACCEPT ARRIVALS/DEPARTURES USING —

_____ **PORTLAND (PWM) INTERNATIONAL JETPORT (MAINE) or**
_____ **BOSTON (BOS) LOGAN INTERNATIONAL (MASSACHUSETTS)**

The first choice of airport is Portland, Maine, which is approximately 45min drive from camp. Boston is approximately 2.5 hours drive from camp, and is the second choice. Portland is a FREE service to/from camp. Boston charge is \$200 round trip service. If indicated as a Boston arrival/dep., MTC will charge your account.

TRAVEL DATES ARE THE START AND END DATE OF EACH SESSION. PLEASE BE SURE TO USE ONLY MTC SPECIFIC TRAVEL DATES FOR YOUR FLIGHTS. IF YOU CANNOT TRAVEL ON OUR SPECIFIED DATES, THERE WILL BE A **SUR-CHARGE FEE OF \$100.00 (EACH WAY) AND THIS MUST BE PRE-APPROVED.** IT IS EXTREMELY IMPORTANT THAT YOU MAKE TRAVEL PLANS ON OUR DATES. PLEASE CONTACT OUR OFFICE BEFORE MAKING LATE/EARLY ARRIVALS/DEPARTURES.

THE CAMPER WILL BE TRAVELING TO CAMP ON: _____ / _____ / 2009 on _____ Airlines
Month Day

on flight number: _____ departing from: _____ at: _____ **AM / PM** (Circle One)

and arriving in **PWM or BOS** (Circle one) at: _____ **AM / PM** (Circle One)

CONNECTING FLIGHT INFORMATION (if applicable)

Switching from _____ Airlines

on flight number: _____ departing from: _____ at: _____ **AM / PM** (Circle One)

and arriving in: _____ at: _____ **AM / PM** (Circle One)

THE CAMPER WILL BE TRAVELING FROM CAMP ON: _____ / _____ / 2009 on _____ Airlines

on flight number: _____ departing from PWM or BOS (Circle one) at: _____
Month Day
AM / PM (Circle One)

and arriving in: _____ at: _____ AM / PM (Circle One)

CONNECTING FLIGHT INFORMATION (if applicable)

Then switching to _____ Airlines

on flight number: _____ departing from: _____ at: _____ AM / PM (Circle One)

and arriving in: _____ at: _____ AM / PM (Circle One)

Does your camper require Boston Airport Pick-Up/Return? If yes, please mark with a check.

_____ Boston Airport Shuttle Service (FEE is \$200 return and will be charged to your account)

Mail or Fax form to: MTC 170 W. Valentine Street, Westbrook, Maine 04092 USA Fax: 207.625.8738 (before June 1) OR

MTC 481 Brownfield Road, Porter, ME 04068 USA Fax: 207.625.8738 (after June 1)

Proposed Charter Bus Locations 2010

MTC reserves the right to make changes to this schedule.

Bus to Camp: June 27 and July 25

Bus from Camp: July 22, August 8, and August 19

Our Travel Questionnaire indicates several charter bus locations if your camper is arriving at camp by bus. Families should meet the bus at the following select locations. These are also the drop-off locations at the end of camp. Please note that times are only approximate at this time. **Our travel coordinator will be confirming all bus pick-ups with you in the week prior to your camper arriving.** Depending on demand, some locations may be changed as camp draws nearer and van/limo service may substitute for charter service. The charter bus company we use is called **"Custom Coach"**.

Our staff greet campers at the pickup location for the bus. The staff members will be wearing an MTC Staff T-shirt. Our staff have cellular telephones and/or pagers and are in contact with the office frequently.

- **NEW YORK CITY, NY - 7:30AM**

Behind Lincoln Center, West 62nd Street between Amsterdam and Columbus Avenue.

- **TEANECK, NJ - 8:15AM**

Parking lot of the Marriott at Glen Pointe (201) 836-0600 located at 70 Frank West Burr Blvd. Exit 70B off I-80 East or Exit 70 off I-80 West. From the NJ Turnpike North, remember to stay in the LOCAL LANE.

- **DARIEN, CT - 9:15AM**

The service area between exits 12 and 13 on the northbound portion of I95.

- **NEW HAVEN, CT - 10:15AM**

The parking area across the highway from Long Wharf Theater just off the ramp of exit 46 on the beach side.

- **MANCHESTER/HARTFORD, CT - 11:15AM**

Take the Buckland St. exit(#62) off I-84. We will meet in the NW corner of the Buckland Hills Mall parking lot across from Sears. Mall Information (860)644-1450.

- **NEWTON, MA - 11:30AM**

Duck Feeding Pond parking lot across the pond from the Newton Marriott Hotel. It is the first exit off route 128, north of the Mass Pike. You have to go down the 128 entry ramp a short distance to enter the duck feeding pond parking lot. The Marriott hotel has a great detailed automated direction guide if needed (617)969-1000. This stop may be serviced by Mermaid Transportation. They will pick-up in 12 passenger white vans accompanied by our chaperones.

CAMPER PROFILE

Please take a few moments to complete this **important** document. The following list of questions are intended to help us become better acquainted with your camper so that we can provide the best possible experience for them this summer. We intend on sharing this information with your camper's cabin counselors, and perhaps with other staff members, should it become appropriate. If you wish to provide information that should not be shared with other staff members, please attach it on a separate sheet of paper. **Remember to include a photo, as this helps counselors identify your camper when they arrive at camp.** Even if your camper is returning for another summer, please complete this profile, as oftentimes, a new counselor will be assigned to your camper.

Full Name of Camper: _____

Name my camper likes to be called: _____

This is my camper's _____ (number) summer at Maine Teen Camp.

Camper lives with (circle one):

Two parents Mother Father Grandparents Other: _____

1. I would describe my camper as _____.

- a. outgoing**
- b. shy**
- c. somewhere in between the two**

Comments:

2. The likelihood of my camper being homesick is _____.

- a. extremely likely**
- b. possible**
- c. NOT likely at all**

Comments:

3. In terms of friendships, my camper _____.

- a. has many friends**
- b. has an average number of friends**
- c. has a few close friends**
- d. has trouble forming friendships**

Comments:

Over please...

Please provide comment on the following:

- 1. List some of your camper's favorite hobbies or activities (to facilitate conversation with counselors).**

- 2. Have there been any significant events in your camper's life over the past few years that may affect his/her behavior at camp? E.g., divorce, death, separation, health issues, emotional issues, etc.**

- 3. What is the one piece of advice you can offer to our counselors about your camper?**

- 4. Does your camper have any special dietary considerations? What are your camper's eating habits? Favorite foods? Least favorite foods?**

- 5. Are there are SPECIFIC programs/activities that you would like your camper to participate in this summer?**

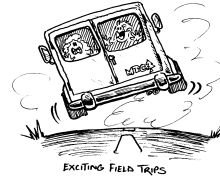
- 6. Is there anything further that you feel deserves special mention?**

Please feel free to provide any additional comments or information that you feel may be helpful to us. You may wish to attach a supplementary piece of paper.

Please attach a recent photo



Camper Name _____



TRIPS AND OPTIONS

In addition to the regularly scheduled trips and programs that are included in the MTC tuition, the following **OPTIONAL TRIPS** and **PROGRAMS** are offered to campers at **ADDITIONAL COST**. (All fees are in US Dollars.)

Please note: **Campers must display maturity and responsibility while in camp to participate in camp trips and we reserve the right to refuse any camper based on their actions at camp.**

THE TRIPS AND OPTIONS LISTED ARE DESCRIBED FURTHER BELOW.

PLEASE CHECK THE OPTIONS THAT YOU WOULD LIKE TO BE BILLED FOR:



Trip Options:

- **White Water Rafting** (2 days 1 night) \$250 (includes \$15 spending money)
- **Best of Boston** (1 day trip) \$200 (includes \$40 spending money)
- **Whale Watching** (1 day trip) \$150 (includes lobster dinner)
- **Best of Portland, ME** (1 day trip) \$100 (includes \$40 spending money)
- **Freeport Outlet Shops, ME** (1 day trip) **NO COST/FREE** (includes \$40 spending money)
- **Water Park** (1 day trip) **NO COST/FREE**

Activity Options:

- **ESL Instruction (Internationals Only, 1 period/day)** \$50 for entire camp stay
- **CPR/First Aid Course (1 period/day for one wk)** \$25

Other Available Options:

- **Birthday Cabin Party** Please call our office after opening day for options.

Total: \$ _____

See trip details on reverse>>

TRIP/OPTIONS DETAILS

WHITE WATER RAFTING (\$250) --This 2-day overnight trip is offered twice a session . After an enjoyable evening meal and campfire, curl up in fully furnished log cabins (NEW for 2008) for a good night's sleep before braving the rapids the next day! Rafting is an exhilarating trip led by professional river rafting guides. Due to high demand, it is strongly encouraged that if interested, you register for this trip *before camp*. (Includes \$15 spending money)

WHALE WATCHING (\$150) - This day trip goes out twice during the summer and offers a chance to see the famous Maine and/or Massachusetts coastline from another perspective. We top off the day with one of Maine's famous lobster dinners.

BEST OF PORTLAND, MAINE (\$100) --See what Portland, Maine has to offer! Tour Maine's largest city winding through the cobbled streets of Portland's Old Port and arts district. See the picturesque New England waterfront and visit local businesses for a bit of shopping. Before traveling to the famous **Portland Head Lighthouse** (www.portlandheadlight.com) in Cape Elizabeth, enjoy some delicious local seafood at **Portland Lobster Company** and a sweet treat at Maine favorite, **Beal's Ice Cream**. (Includes \$40 spending money)

BEST OF BOSTON, MA (\$200) -- Visit one of our finest cities! The day trip includes a visit to Newbury Street for some shopping, Enjoy a famous Duck Tour of the city, then view the city from the Prudential Center's Sky Walk, and finally dine at one of Boston's finest restaurants. (Includes \$40 spending money)

FREEPORT, ME (FREE TRIP) - Freeport, Maine is a small town which is known for terrific outlet shopping. Freeport features many popular retail stores including L.L. Bean, Ralph Lauren, J. Crew, Banana Republic, Abercrombie and Fitch, Burberry, Cole Haan, North Face, Gap, etc., all offering their merchandise at prices well below retail. This day trip is one that our campers look forward to each session. **All campers go on the Freeport trip as a regularly scheduled trip day. Every MTC camper is provided with \$40, but if you would like your child to shop for school, or souvenirs, you may wish to send them with added spending money. All campers go on this trip!****

WATER PARK (FREE TRIP) -- Located in Saco, Maine, this is Maine's largest water park. During this day trip, try out one of the high speed water slides, bounce around in the bumper boats, or float in the giant wave pool. All campers go on this trip!**

ESL LESSONS (\$50) - English as a Second Language is offered as a program option for international campers. Daily classes cover both oral and written language skills. These classes are taught by staff specifically trained in the teaching field. Each class is one activity period (about 1 hour).

CPR / FIRST AID TRAINING (\$25) - Our American Red Cross CPR/First Aid course is taught by an experienced and certified ARC staff member each session. Please note that your child must be willing to devote one activity period for one week. This option may/may not be available from season to season, depending upon our staff.

BIRTHDAY PARTY - If your child has a birthday at camp, we will provide a complimentary birthday cake and recognize their birthday on the appropriate date. If you would like CAMP to arrange a special pizza party, please call our office and we will determine a price based upon the number of campers in your child's cabin. We can simply invoice you the charges for the party. Other suggestions are packages from home or delivered flowers.

***All campers will go on the free trip to the water park and/or Freeport. Two Week Session campers will go on EITHER the water park trip OR the Freeport trip, with weather being the deciding factor.*

Other trips are scheduled as events are announced in our local area. Music concerts are often available and we will contact families as such events are announced.

**QUESTIONS? Please contact our office.
1-800-752-2267 or mtc@teencamp.com**

Camper Name _____
(please print clearly)

Maine Teen Camp

CREDIT CARD AUTHORIZATION

Dear Family:

Over the course of the summer, it is not unusual for campers to incur costs which are not anticipated; a visit to the orthodontist, a prescription for medicine, broken glasses, and a variety of other charges such as a decision to participate in a trip or to extend their session at MTC may develop.

For these reasons, we are requesting that you provide us with your authorization to charge unpaid balances to your MasterCard or VISA account.

**Please understand that this authorization will NOT be used for additional cash at camp. It is against credit card company policy for MTC to charge money to give to your child. Your child will NOT have access to your card number.

I authorize Maine Teen Camp to charge my credit card for unpaid balances of tuition and other costs in full. This authorization is valid until September 30, 2010. We will mail or email a copy of your invoice with a description of charges.

Please Print Clearly

Name on Credit Card: _____

Credit Card Type (check one): VISA _____ MasterCard _____

Credit Card Number: _____

Expiration Date: _____ (must be valid through September 30, 2010)

Verification Value: _____ (This is a three digit code that can be found in the signature box on the reverse of your credit card. The three digits will follow the 16 digit card number printed in the box.)

Signature: _____ Date: _____

Billing Address:

Street

Town/City

State/Province

Country

Zip/PC

MAINE TEEN CAMP

PACKING LIST

Suggested items and numbers:

JEANS/PANTS	1-2
SHORTS	7-9
SWEATSHIRT/SWEAT PANTS	1-2
UNDERWEAR	12
SOCKS	12
SWEATER	1
LIGHT JACKET/WINDBREAKER/RAINCOAT	1
BATHING SUIT	1-2
T-SHIRTS/SHORT SLEEVED TOPS	10-12
SNEAKERS	1
DRESS/SKIRT/PANT	1 SEMI-CASUAL OUTFIT
SANDALS / FLIP FLOPS	1
BEACH TOWEL	1
TOWEL (Bath)	2
PILLOW CASES	Supplied by MTC
SLEEPING BAG	Supplied by MTC
SHEETS (twin bed sets)	Supplied by MTC
PILLOW	Supplied by MTC



EXTRA SUGGESTIONS... PRE-PAID TELEPHONE CARDS, FLASHLIGHT, TOILET ARTICLES, SUNGLASSES, SUNBLOCK, BOOKS, JOURNALS, AN INEXPENSIVE CAMERA, TENNIS RACQUET (if you play)

PRESCRIPTION MEDICATIONS: Please note that all **prescription medications should be sent to camp by courier mail.**

FOOTWEAR IS IMPORTANT. MAKE SURE IT FITS WELL AND IS COMFORTABLE. SANDALS OR "FLIP FLOPS" ARE IDEAL FOR SOME AREAS OF CAMP, BUT A GOOD PAIR OF SNEAKERS IS ESSENTIAL.

PACK LIGHT! When in doubt, leave it at home! Bring no more than you can carry. Try to avoid suitcases or giant trunks. Backpacks and duffel bags are easy to carry. It is a good idea to label all clothing and equipment that you bring.

LAUNDRY: MTC uses a laundry service every 8-10 days. Please pack accordingly.

YOU MAY CHOOSE TO SEND TRUNKS AND DUFFELS VIA **UPS** OR ANOTHER SERVICE. THIS MEANS LESS FOR YOUR SON OR DAUGHTER TO CARRY AND MAKES TRAVEL MUCH EASIER. A SMALL TRUNK OR DUFFEL BAG IS BEST.

CELLULAR PHONES: Mobile/Cell phones are NOT permitted for use within camp. If you choose to bring one, you should be expecting to keep it in our office lock boxes for safe keeping until you travel out of camp.

DIGITAL CAMERAS: If your camper does choose to bring an expensive digital camera, we would strongly encourage it be kept locked in our camp office.

DO NOT BRING: Expensive jewelry or expensive designer clothing. iPods and MP3 PLAYERS that you cannot afford to lose. Articles that are of value to you, sentimental or otherwise. Do not pack fireworks, weapons of any kind, knives, alcohol, tobacco, illegal drugs, energy drinks, skateboards or inline skates, televisions, personal computers, personal movie players or televisions.

When shipping trunks and duffels to camp...

Please ship items at least 7 - 10 business days prior to your son/daughter arrival and send them to:

[YOUR CHILD'S NAME]
c/o MAINE TEEN CAMP

481 BROWNFIELD RD, PORTER, ME 04068

Request "Ground Tracking" and always use adequate insurance on any valuables.