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## CHECK-IN INFORMATION and CABIN ASSIGNMENTS

This year we were hoping to get in to the Dock Road Cabins. Unfortunately, Geneva Point has moved us because of our group size. We will once again be in Geneva Woods Cabins (please refer to the enclosed map). This area is great for our group since we are away from the rest of the campus; however, it is not great for check-in as the distance from the Chapel building is significant.

As a result, I have prepared this document, which will be your guideline for an organized check-in process. Please make sure you read and understand this process. It may also be helpful to bring this document with you on the day of check in

### CHECK-IN TIME

Sunday, August 8<sup>th</sup>: 3:00-5:00PM

If you have not mailed your completed Health Forms back to Noelle, please bring them with you when you check-in.

### CHECK-IN BUILDING

The Chapel Building

### PARKING

Park in the Parking Lot outside of the Administration Building (Building #1 on the Map). Walk to The Chapel Building (Building #10 on the Map).

### CHECK-IN PROCEDURE

Noelle will be in the Chapel Building. She will check you in, give you your Cabin assignment and your folder and schedule for camp. Unless you absolutely need to bring your instrument to your cabin with you – we recommend that you leave your instrument with Noelle in The Chapel building for safekeeping. Please remember to label your instrument or have a name-tag on your instrument for identification purposes.

### CAMP NURSE

You will then go to the next table where the Geneva Point Nurse will be waiting. She will check over your Health Forms and take any medications from you if necessary. Once you have completed with the Nurse, you will then proceed to Geneva Woods.

### PROCEEDING TO GENEVA WOODS

You can drive down to Geneva Woods. Follow the Road on the Map that goes behind the Chapel Building. As soon as you approach Building #32, park. Then walk to the cabin. Parking space is very tricky down in Geneva Woods, so it is best to park outside of the main campground area.

Ian Thompson and Haley Gilmore will be waiting to assist the campers with cabin check-in. If you are a girl – see Haley, if you are a boy – see Ian. Once you have unloaded your stuff and you feel pretty comfortable, head over to the Geneva Woods Program Lodge (Building # 33 by our Cabins). Stephen Colby and Galya Martin will be in that Lodge and will be running some activities while we wait for all the campers to check-in. They can also answer any question you may have.

### CHECK-IN FOR ALL CAMPERS COMPLETED

Once check-in is completed, Noelle will call down to Steve and let the Counselors know that all campers have arrived and are checked-in. At that point, we will then all gather back at the Chapel Building for a quick orientation before heading to Dinner together.