



We're happy that you are attending Camp Otterbein

Welcome! We are excited for you to experience summer camp at The West Ohio Conference's Camp Otterbein in Logan, Ohio. We promise to provide plenty of adventure and fun-filled opportunities to grow in faith.

To ensure your camp experience is a pleasant one, we want to make you aware of some important details to prepare you, your parents, and our staff for your arrival.

Registration: If you registered online, completed all the forms, and have received a confirmation email, you are done with the paperwork. If you need to register by paper, forms are available by request.

If you've registered two weeks or less before the start of your camp event, and submitted your forms via paper, please bring copies with you to check-in. (Just in case forms don't arrive in time.)

Medical: If you bring any medications to camp (prescription or non-prescription), they must be in the original container with the camper's name and dosage on it. To help with the check-in process, please place each camper's medication(s) in a clear zip-lock bag clearly labeled with their name. You may also choose to include a note with dosages/times of day along with the medication. You are encouraged to only bring the amount of medication needed for the days at camp and not full bottles. All medication will be turned in to the camp health officer to be dispensed to your camper.

All campers will be checked for head lice at check-in. If an infestation is found, the camper will be asked to return home for treatment. The camper can return to camp later that week or choose another camp option.

If medical expenses are incurred on behalf of a camper injured in an accident at camp, the camper's family insurance is first line coverage. Camp insurance (up to policy limits) can pay for the expenses not covered by the camper's family insurance. Camp insurance does not cover medical expenses incurred because of an illness.

Cancellations & Refunds: If it is necessary for you to cancel, please call the West Ohio Conference Camp Office as soon as possible at 1-800-437-0028, ext. 204 or 614-781-2630 (M-F 9 am – 5 pm.) If you need to inform us of a cancellation on a weekend, please call the Camp Otterbein office directly at 740-385-5712. In the event of a cancellation, the following guidelines apply:

1. In all cases, an attempt is made to reschedule the camper into another event this year.
2. For cancellation up to 10 days before camp, a refund will be made for the full camp fee minus \$50.
3. There will be no refund for cancellation within 9 days of the camp event.

Arrival & Departure: Most events throughout the summer follow the schedule of **Check-In** beginning **Sunday** at **4 pm** and **Check-Out** beginning **Friday** at **7 pm**. Some of our events have special days and times. In all cases, a short closing program will occur at the check-out time. Parents are encouraged to join at that time. Both the **Check-In Registration** and the **Closing Program/Check-Out** will occur on the front lawn of Albright Lodge. In case of inclement weather, we will move inside Albright Lodge. Please remember to bring a **Photo ID** with you to check-out. The **Camp Store** will also be open during check-out. (Cash or check is accepted.)

Please see the list below for events that do not follow the regular Sunday 4 pm to Friday 7 pm schedule:

Event Name	Event Start Date	Check-In Begins	Event End Date	Closing Program Begins
Leaders in Training	June 12	4:00 PM	June 14	7:00 PM
One Day Adventure	June 15	9:30 AM	June 15	4:00 PM
Explorer Camp	June 30	4:00 PM	July 2	7:00 PM
Treehouse Explorer	June 30	4:00 PM	July 2	7:00 PM
Family Camp	July 26	7:30 PM	July 28	1:00 PM
Explorer Camp	July 28	4:00 PM	July 30	7:00 PM

Pictures, Email, & Camper Mail: Pictures are securely posted and password-protected at www.westohiocamps.org during your time at camp. Personal emails may also be sent to campers through our website. Messages are printed out daily and distributed to your camper. Upon check-in at camp, you will be given a flyer with the website username and password for the event, as well as instructions for accessing the photos and utilizing the online email. To ensure that a postal mail arrives to your camper during their stay, mail it at least two days before check-out day and add the camper's name and the camp event above the address line. We kindly request that no care packages be sent to your camper. If you have any requests for special occasions like a camper's birthday, feel free to let us know upon check-in, so we can help to make their day a great one.

Questions about registration or financial arrangements may be directed to the Conference Camping office at 800-437-0028 ext. 204, or 614-781-2630. Or email camps@wocumc.org. You may also call the Camp Otterbein office at 740-385-5712 or email Director, Scott Seese at sseese@wocumc.org. Please contact us if we can be of further assistance.

A **Packing List** can be found on the next page of this letter. Please be sure to go over this list and pack appropriately. Following the list helps make sure you have the best camp experience possible.

What to Bring to Camp:

- Bible
- Something to write with
- One outfit of clothes, underwear & socks for each day of camp (at least 5)
- At least one full set of clothes that can get muddy and dirty, including old shoes
- One pair of jeans or long pants
- Light jacket
- Pajamas
- 2 pair shoes (closed toe & closed heel) (sneaker, sports sandal, or hiking shoes)
- Swim Suit (one-piece or tankini for girls, board-shorts for boys)
- Rain Gear
- Pillow and pillowcase
- Sheets, blanket, or sleeping bag (twin bed)
- Bath towel and washcloth
- Soap, shampoo, toothpaste, toothbrush
- Deodorant (not aerosol)
- Beach towel
- Flashlight and batteries
- Sunscreen
- Insect repellent (not aerosol)
- Prescription medicine or over-the-counter medicine you need for the week, in original container with original instructions

Optional/Recommended:

- Books or notebook for personal quiet time
- Drawstring Bag or Backpack to carry personal items around camp (like a water bottle, bible, change of clothes)
- Waterproof shower shoes or rubber flip flops
- Something to carry your bath items in
- Disposable camera (or digital that you are not worried about potentially damaging/losing)
- Paper, pencil, stamped and addressed envelopes to parents and friends

Do NOT Bring:

- Candy, gum, or any food
- Very short shorts
- Halter tops, spaghetti strap tops, or top that bare your stomach
- Any portable music/internet/gaming devices
- Cell phones
- Fireworks
- Money or anything valuable
- Alcohol, cigarettes, or illegal drugs
- Weapons of any kind
- Any item that will detract from the purpose of the camp



Camp Address

Mail may be addressed to your camper as:

(Camper Name)

(Event Name)

Camp Otterbein

15779 Cox Rd

Logan, OH 43138

Director: Scott Seese

Email: sseese@wocumc.org

Office Phone: 740-385-5712

Camp Fax: 614-807-2325

