

Hollyburn Pre-Camp Reservation Form

Responsible Guider

Unit

Address

Area

Your Camp Advisor

City

Camp Advisor's Telephone

Postal Code

Estimated number of campers (adults & girls):

Telephone

Date camp begins:

Email

Date camp ends:

ITEM	QTY	DETAILS	PRICE	EXTENDED
Crests		Hollyburn skunk and outhouse crest	\$1.50	
Crests		Hollyburn winter's eve crest (new for 2011-2012)	\$2.00	
Back packs		Backpacks - weekend use; add \$1.00 per day per pack for extra days.	\$2.00	
Snow shoes		Lightweight aluminum snow shoes, max. weight 160 lb - weekend rental	\$5.00	
Deposit		Hollyburn Chalet deposit - min. 10 girls x \$7 x 2 nights * Guiders MUST supply a participant list to obtain key!	\$140.00	
Deposit		Hollyburn Chalet deposit - September / October ONLY * Flat rate for low-season autumn camping	\$100 flat rate	
Sleds		Available to be borrowed. Pick up sleds from Shelley Reid, Manager; call 604 294-8049 to request use, and bring \$20 cheque or cash deposit, to be refunded upon their return.		
Please indicate your cheque number: _____			TOTAL	

Make your cheque out to Girl Guides of Canada; in the memo line, indicate "Hollyburn Chalet" and date of camp. No camp is confirmed until your cheque has been received.

Mail this form and your cheque to:

Hollyburn Chalet
c/o Renata Triveri, Booking Agent
20-1561 Booth Avenue
Coquitlam, BC V3K 6Z9
Tel. 604 523-0235
Email hollyburnchalet@telus.net

Hollyburn Departure Checklist

Responsible Guider	Unit
Address	Area
City	PC
Telephone	Date camp began: Time:
Email	Date camp ended: Time:
	Type of camp (circle one): Unit Group

Latrines

- Sweep floors clean
- Disinfect seats/top
- Pour 1/2-cup lime down holes
- Remove toilet paper/garbage
- Ensure door is latched

Building

- Remove snow from icebox
- Wipe out icebox
- Open icebox doors
- Clean spills on cook stove
- Oil cook stove top
- Clean counters, cupboards
- Clean propane burner
- Remove all food items
- Sweep and wash loft floor
- Sweep and wash main floor (vinegar supplied for floors)
- Clean sink
- Remove soap, SOS, rags
- Put away axes and shovels
- Empty water from containers
- Clean buckets, turn upside down
- Burn boxes/newspapers
- Turn off propane lights (don't forget upstairs light)
- Turn off propane burner
- Wood boxes filled to heaping (don't forget kitchen box)
- Chop kindling, fill box

- Ensure wood fires are out
- Take garbage home
- Clean garbage can and turn upside down
- Close and lock windows (remember upstairs windows)
- Close and lock trap door
- Close and lock door
- Propane tank turned off
- Fill pots with snow and place on airtight stove for the next renters' drinking water.

Outside

- Shovel snow away from windows and out of porch
- Pick up any litter
- Return chopping block to the porch

Maintenance Report

- Did propane tank need to be changed over?
- Yes No

- Was Hollyburn clean upon arrival?
- Yes No - please comment

Did you see any damage?

- Yes - if yes, please comment
- No

Are any repairs needed?

- Yes - if yes, please comment and advise us immediately
- No

Condition upon departure

- Good
- Satisfactory
- Poor

Suggestions or comments?

Continue on reverse if necessary.

Remember: if you packed it in, you must pack it out!

Hollyburn Post-Camp Payment Form

Responsible Guider	Unit
Address	Area
City	PC
Telephone	Date camp began: Time:
Email	Date camp ended: Time:
	Type of camp (circle one): Unit Group

BROWNIES	GUIDES	PATH FINDERS	RANGERS	GUIDERS	NON MEMBERS	TOTAL # OF CAMPERS

DETAILS	# OF CAMPERS	BEDNIGHTS (MIN. 2)	PRICE	EXTENDED
Hollyburn camp fees (Sept / Oct campers exempt from bednights)		x	x \$7.00	
Subtract rental deposit already paid				- \$140.00
Additional items not already purchased:				
Hollyburn skunk and outhouse crest			\$1.50	
Hollyburn winter's eve crest			\$2.00	
Snowshoe rentals			\$5.00	
Backpacks			\$2.00	

Cabin rental fees are based on a minimum 2 nights stay per camper. Fees are payable within TWO WEEKS of the end of your camp.

Please indicate cheque # _____ TOTAL

Make your cheque payable to Girl Guides of Canada; in the memo line, indicate "Hollyburn Chalet" and the date of your camp.

Mail this form and your cheque to:

Hollyburn Chalet
 c/o Renata Triveri, Booking Agent
 20-1561 Booth Avenue
 Coquitlam, BC V3K 6Z9
 Tel. 604 523-0235
 Email hollyburnchalet@telus.net

Hollyburn Guider Getaway Registration

Calling all Guiders who have never been to Hollyburn, AND all experienced Guiders who would like to pass on their knowledge while having a nice weekend playing in the snow! Experience what it is like to take girls to Hollyburn Chalet. We'll provide meals from Friday dinner to Sunday lunch, and will hike out on Sunday afternoon. Bring the items on the kit list, and carry your health form with you.

Guider Name

Telephone

Email

Have you been to Hollyburn before? Yes No
.....

Any food allergies? If yes indicate:
.....

When will you be arriving?

5:30 p.m. Friday evening (meet in parking lot)

After supper Friday evening, E.T.A.: _____ p.m.

9:00 a.m. Saturday morning

***Any questions? Contact Joanne Stregger,
Getaway organizer, at 604 525-6075 .***

Camp date January 6-8, 2012

Deadline to apply: December 31, 2011

ITEM	QTY	DETAILS	PRICE	EXTENDED
Camp		Guider Getaway	\$35.00	
Crests		Hollyburn skunk & outhouse crest	\$1.50	
Crests		Hollyburn winter's eve crest (new for 2011-2012)	\$2.00	
Back packs		Backpacks - weekend use; add \$1.00 per day per pack for extra days.	\$2.00	
Snow shoes		Lightweight aluminum snow shoes. Please check size, and don't forget to factor in weight of your gear: <input type="checkbox"/> 130 lb <input type="checkbox"/> 170 lb <input type="checkbox"/> 200 lb	\$5.00	
Please indicate your cheque number: _____			TOTAL	

Make your cheque out to Girl Guides of Canada; in the memo line, indicate "Hollyburn Chalet". No camp is confirmed until your cheque has been received.

Mail this form and your cheque to:

Hollyburn Chalet
c/o Renata Triveri, Booking Agent
20-1561 Booth Avenue
Coquitlam, BC V3K 6Z9
Tel. 604 523-0235
Email hollyburnchalet@telus.net

Hollyburn Chalet Supply List

Supplies needed may vary depending on the time of year, age and number of girls, and planned activities. Use this list as a guideline only, and check with the Booking Agent and/or your Camp Adviser if you have any questions. No personal gear is provided; see the kit list for recommendations.

Please bring:

- Cell phone for emergency use
- Cabin key (pick up from Booking Agent)
- 10 presto logs per night—**mandatory!**
(Bulk unwrapped logs only)
- Dry newspaper to start fires—only what you need as extra cannot be left at the cabin
- Fire starter
- Matches
- Duct tape (optional)
- Dish soap
- Bleach
- Rubber gloves
- Oven mitts
- J-cloths/dish cloths
- Dish/tea towels
- Steel wool or SOS or abrasive pad
- Hand lotion
- Hand soap
- Hand towels
- Aluminium foil
- Cling wrap
- Paper towels or paper or cloth napkins
- Ziploc bags
- Groceries (incl. oil for cooking, salt and pepper)
- Oven mitts/pot holders
- Garbage bags
- Facial tissues
- Toilet paper (**white, single-ply only**)
- First Aid Kit
- Health forms, Safe Guide forms
- Extra sanitary supplies if appropriate
- Means of disposing of sanitary supplies
(cannot be put down the outhouse)
- Program/craft supplies
- Camp crests/pins if desired
- Cleaning checklist
- Flashlights and extra batteries
- Swiffer WET pads for floor washing



Provided at Hollyburn:

- Wood burning stove for cooking
- Airtight wood stove for heat
- One-element propane burner
- Propane lights
- Spare mantles (above caretaker cupboard)
- Propane for lights and burner
- Ice box
- Double sink
- Cupboards well stocked with dishes, cutlery, cooking utensils, pots and pans
- Tables, chairs and benches
- Racks and hangers, clothes pegs for wet clothing
- Containers for hauling water
- Rubbermaid bins for food storage
- Metal garbage pail
- Firewood
- Axes and hatchets
- Shovels
- Ladder
- Fire extinguishers
- Smoke alarms and extra batteries
- Baking soda by the cook stove
- Work gloves
- Oil for cleaning cook stove top
- Vinegar for washing floor
- Lime for outhouses
- Mops, brooms, dustpans, Swiffer (bring own pads)
- BC Health Guide
- Playing cards
- Crib board
- Guest book for girls to write in

Please DO NOT leave your "extras" at Hollyburn Chalet. All newspaper, presto logs, etc. must leave the premises after camp. If you have donations of household items, please contact the maintenance manager: Shelley Reid, tel. (604) 294-8049.

Hollyburn Chalet Kit List

Parents: It is very difficult to keep your daughter warm, dry, comfortable and safe if she does not bring all the items on this list. If you do not have the necessary items, please borrow them or speak to your Guider. We cannot allow girls who are not properly dressed or equipped, and they will be sent home.

What to Wear to Hollyburn

- Waterproof winter jacket and snow pants (**OR** rain pants with warm fleece pants underneath)
- Waterproof winter boots or hiking boots
- Warm hat / toque to cover ears
- Gloves or mittens (mittens are warmer)
- Warm winter boots

Clothing & Equipment to Pack

**all clothes: wear a set and pack the remainder*

- 2 pairs of pants or fleece joggers (NO blue jeans!)
- 2 warm, long sleeved tops (fleece or sweatshirts)
- 2 lightweight tops for layering
- 3 pairs of underwear
- 4+ pairs of thick socks (make sure your boots fit comfortably with your socks on)
- Extra toque, gloves and mittens
- 1 pair of long underwear or leggings
- 1 pair of warm pajamas or a sweatsuit for sleeping (no flimsy nightgown or one-piece pj's)
- Slippers with soles or running shoes for indoors (an absolute must as floors are cold and often wet)
- Toque for sleeping, separate from your outdoor hat
- Waterproof (not "resistant") snow **OR** rain gear
- Warm sleeping bag
- Closed-cell foam or Therm-a-Rest type sleeping pad (thick foam pads are too bulky to carry and are not waterproof; air mattresses are too cold)
- Extra small blanket (polar fleece works well)
- Pillowcase or very small pillow (optional)
- Plastic ground sheet wrapped around sleeping bag securely to keep out weather (no plastic bags except to line a proper stuff sack)
- Toilet kit: toothbrush, toothpaste, soap, face cloth, small hand towel, comb or brush, hair ties, etc.
- Small backpack (like your school pack) and filled leak-proof water bottle
- Whistle

- Sunscreen (SPF 30 recommended)
- Chapstick or Vaseline for lips
- Sunglasses (optional)
- Flashlight with extra batteries and lightbulb (A must as there are no electric lights. Pack batteries separately from flashlight to ensure light does not come on in bag and drain batteries)
- Small personal first aid kit
- Small package or Ziploc of Kleenex
- 1 dish towel
- Plastic bag for dirty laundry
- Medication (In original container, clearly labelled with name and dosage instructions, to be turned over to Guider upon arrival. Ensure any medication is noted on Personal Health Form.)

Important Notes

- All clothing must be warm, woolly if possible. Polar fleece and wool are warmer than cotton.
- Everything must be labelled with your name.
- All clothing and equipment must be packed into a backpack. Any items attached to the pack must be secured with proper straps or rope. No garbage bags except to line your pack.
- Hollyburn Chalet is approximately a 30-minute walk from the parking lot, usually through snow or rain. Pack as lightly and compactly as possible, but do bring everything on the kit list.
- Do not bring food items or candy, except as requested by your Guider. Food items left in personal gear are likely to attract critters!



*Please do not bring
jack knives, candles,
or leave food & candy
in your pack.*