

Non-Profit Group Camping

Out of council Girl Scout troops, Boy Scout troops, Community and Church groups are welcome to use our camps when space is available. Our properties are open year round. Due to scheduled programs, open dates during June, July and early August are limited to Camp River Trails and Friendship Center.

To view a description of our camp properties, refer to the “Our Camps” page.

Property rental is easy. For a step by step guide, refer to the 5 **Easy Steps Guide** located on the “Ways to Camp” page.

Need pricing on lodging? Refer to the **Non-Profit** section of the **Lodging Prices**. Link located on the “Ways to Camp” page.

Recreation pricing and camp availability can be found in the Non-Profit section of the **Available Recreations & Prices**. Link is located on the “Ways to Camp” page.

Rental applications may be submitted **4** months before desired use date. The **Property Rental Application** link can be found on the “Ways to Camp” page.

Your completed Property Rental Application can be emailed to property@girlscoutsgcnwi.org, faxed to 312-750-0718 or mailed to GSGCNWI, 20 S. Clark, Suite 200, Chicago, IL 60603, and Attn: Property Registration. Be sure to include your recreation choices at this time and the \$25 application processing fee.

Once a completed Property Rental form and \$25 application fee has been submitted, a packet containing a Site Use Agreement and other appropriate paperwork will be forwarded to you no more than 4 months before your desired use date. A sample *Site Use Agreement* can be viewed on the “Ways to Camp” page by clicking the **Non-Profit/Other Groups Site Use Agreement** link.

To secure your reservation, a signed copy of the Site Use Agreement and the specified payment amount must be returned by the date identified in your packet.

To use a campsite, it will be necessary for your group to have a first aid/CPR trained adult on site at all times. Validation of their certification must be on file 30 days before arrival at camp.

You will also be required to provide 30 days before arrival a certificate of comprehensive general liability insurance including contractual liability for bodily injury and property damage in an amount not less than \$2,000,000 per occurrence and name GSGCNWI as additional insured. If the your group intends to use a vehicle on the property, Workers’ Compensation and Comprehensive automobile insurance must be provided for owned, non-owned, and hired cars with minimum limits of \$1,000,000 per occurrence for bodily injury and property damage, and name GSGCNWI as additional insured. A sample *Site Use Agreement* can be viewed on the “Ways to Camp” page by clicking the **Non-Profit/Other Groups Site Use Agreement** link.

Confirmation of final recreation participant number is required 30 days before arrival at camp.

Final payment must be made at least 14 days before arrival at camp.

Upon arrival at camp, a complete guest list for your group will be required by the Property Manager. A copy of the roster can be downloaded from the “Ways to Camp” page using the **Non-Profit/Other Group Roster** link.