



CAMP ENCORE/CODA

SUMMER PREPARATION CHECKLIST

Updated 10/19/16

CLOTHING & SUPPLIES

- Review [Camper Clothing and Supplies List](#)
- Order two camp shirts from [Maine St. Graphics](#) on their website
- Order a name label maker if you want one from [Common Sense Products](#)
- Label all your camper's clothes and belongings
- See that your camper has a metronome and a music stand

HEALTHCARE INFORMATION

- Arrange an appointment for your camper's physical exam
- Complete all the basic information on the first page and sign the parent's authorization for treatment on the [Camper Health Form](#)
- Have your doctor complete the rest of the Camper Health Form and mail it to us
- If your camper will be bringing emergency self-administered medication like an epi-pen, inhaler, etc., complete and return an [Emergency Self-administered Medication Form](#)

MISCELLANEOUS

- Mail final payment of all fees **[due June 1]**
- Complete and send in a schedule form (on [Enrolled Family Info](#) page)
- Supply written comments about your camper, supplemental to the actual enrollment form (please include biographical information as well as current likes, dislikes and special needs)
- Make arrangements for email/fax translation with [bunk1.com](#) if you wish

TRAVEL ARRANGEMENTS

- Make your own [motel reservations](#) and travel arrangements for parent's visiting day.
- Make [travel arrangements](#) for your camper, either by auto, plane or bus
- Notify the camp if you are using plane or bus/van transportation on either the [AIR reply form](#) or the [BUS/VAN reply form](#)

If you have questions, please give us a call or [send an email](#).

We look forward to the summer!