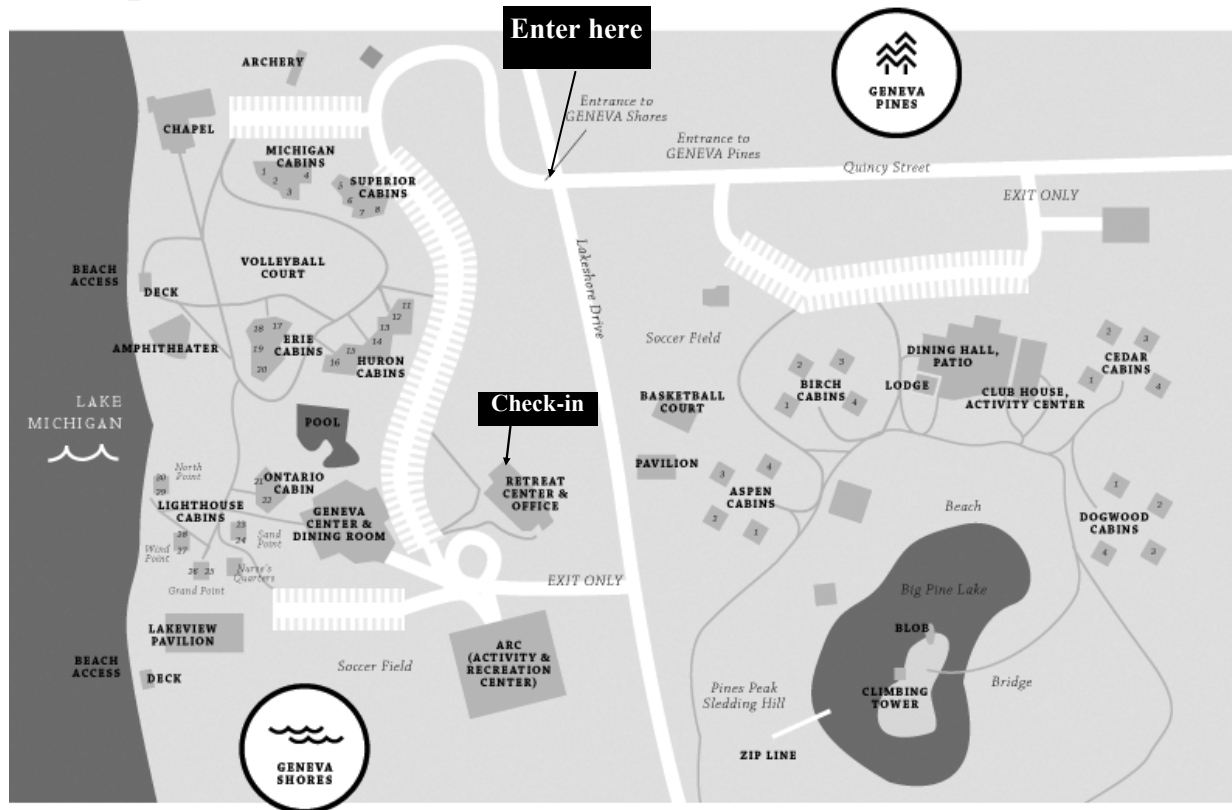


# GENEVA Down the Road Confirmation



3995 LAKESHORE DR N, HOLLAND, MI 49424  
616.399.3150 • WWW.CAMPGENEVA.ORG



## DIRECTIONS TO GENEVA

Camp Geneva is located on Holland's north side on Lakeshore Drive at the end of Quincy Street.

- **From the East:** Take I-196 west to Exit 55 (Holland/Zeeland) which will put you on Business 196 heading west. Take Business 196 west to US-31 (approximately 5.5 miles). Take US-31 north to Quincy (approximately 3.5 miles). Take Quincy west to Camp Geneva (approximately 5.5 miles).
- **From the North:** Take US-31 south to Quincy. Take Quincy west to Camp Geneva (approximately 5.5 miles).
- **From the Southeast:** Take US-131 north to M6. Take M6 west to I-196. Take I-196 west to Exit 55 (Holland/Zeeland) which will put you on Business 196 heading west. Take Business 196 west to US-31 (approximately 5.5 miles). Take US-31 north to Quincy (approximately 3.5 miles). Take Quincy west to Camp Geneva (approximately 5.5 miles).
- **From the South:** Take US-31 north to Quincy (approximately 3.5 miles). Take Quincy west to Camp Geneva (approximately 5.5 miles).
- The main entrance to Camp Geneva is directly opposite the end of Quincy Street.

## CONTACT INFORMATION



3995 Lakeshore Dr N, Holland, MI 49424  
Phone: 616.399.3150 / Fax: 616.399.5180  
email: [geneva@campgeneva.org](mailto:geneva@campgeneva.org)  
website: [www.campgeneva.org](http://www.campgeneva.org)

Should you need to leave an emergency message for a camper, you may call the GENEVA office at 616.399.3150. If you call after hours, our voice mail will give you an emergency number to call.

## LATE ARRIVAL/ABSENCE POLICY

- GENEVA will only accommodate late arrivals or camper absences which are health related or family emergencies. If families anticipate arrival conflicts or conflicts due to sports or otherwise during the camp session, they will be encouraged to register for a different session.
- We reserve the right to cancel the registrations of children who do not show up and have not notified us by noon on Monday.
- We reserve the right to cancel the registrations of children needing absences during the week for reasons other than health or family emergencies.
- Cancellations will be subject to GENEVA's cancellation/refund policy.
- Additional information on our policy can be found on our website [campgeneva.org/parent-faq/#late-arrival-absence-early-departure-cancellations](http://campgeneva.org/parent-faq/#late-arrival-absence-early-departure-cancellations)

## CANCELLATION/REFUND POLICY

- **All** refunds are subject to a \$50 cancellation fee.
- Refunds will be given if requested at least 14 days before your week of camp.
- If you cancel less than 14 days before your week of camp, refunds will be given only for medical reasons or a family emergency.

## **ARRIVAL**

There are several important steps to checking your child in:

- **Time**—**This year we are moving to a rolling start time and you can check your camper in anytime between 8:40-9:10am. Please call if you are not able to arrive by 9:30am.** We reserve the right to cancel the registrations of campers who do not show up and have not notified us by noon on Monday.
- **Place**—**Retreat Center** at GENEVA Shores.
- Campers should bring their luggage to check-in. Be sure to have any medications accessible to give to the health officer/camp nurse.
- **Medication Drop-off**—if you need to drop off your camper's medications or talk to the health officer/camp nurse about any health concerns, you will have that opportunity at check-in.
- **Sign-in**—You will sign your camper in with their counselor. Please be sure that whoever is picking up the camper at the end of the week is on the list of people authorized to pick him/her up.

**The camp store**, located in the lower level of the GENEVA Center, will be open during check-in.

**No pets**—GENEVA has a no pets policy, so please do not bring your pet when dropping off and picking up your camper.

**Campers who drive themselves** may be asked to turn in their keys upon arrival.

## **DEPARTURE**

Parents are encouraged to attend the closing program at **7pm in the Chapel** on the last day of camp. Campers may be picked up at their cabins following the closing program, which lasts approximately 15 minutes.

- **You will be required to sign your child out with the counselor.**
- We will not release a camper to anyone other than the person(s) you listed as authorized to pick up your camper on your original registration form or added to the pick-up list on Monday morning
- **We strongly discourage early departures.** The end of the camp session is designed to wrap up the week and transition campers back into their daily routines. It is filled with debriefing conversations, picture signing, and closing activities that are significant in the child's experience. If you must pick up your child early, please contact the office.

The camp store will be open following the closing celebration.

Campers who drive themselves will be released once closing has concluded unless other arrangements have been made with the parents or guardians.

## **DRESS CODE**

Due to the variety of water activities at camp, including splash pad and pool, zipline, blob, and tubing, we want campers to have swimsuits that are safe and practical. Therefore, we require one-piece swimsuits for campers; no tankinis please. Additionally, clothing with inappropriate images or slogans are not allowed.



## **PACKING LIST**

**All items should be labeled with camper's first and last name!**

### **Must Have Items:**

- Bible & Pen
- Bedding and pillow (maybe a twin size sheet for hot weather) Note: **Down the Road campers will be sleeping in tents.**
- Sunscreen & Bug Spray
- Pajamas
- Comfortable clothes geared for activity (dress clothes are not needed). Be prepared for chilly evenings.
- Both tennis shoes and sandals with back straps; no flip-flops, please
- Reusable water bottle
- Swimsuit (**1-piece suits required** - see dress code)
- Towels (beach and bath)
- Toiletries: Toothbrush, soap, etc.
- Plastic bag for wet items
- Flashlight
- Backpack for carrying stuff back and forth from GENEVA to off-site camp where you will be sleeping. Just a regular school backpack is fine.

### **Optional items:**

- Spending money—but we prefer you purchase a punch card
- Stationery, postcards, stamps, etc. (to write home!)
- T-shirts or pillowcases with GENEVA logo can be purchased for \$5. If you prefer to bring your own, it must be 100% cotton.
- Frisbee

## **WHAT NOT TO BRING**

These items are not permitted and will be held by the counselor and returned at the end of the week.

- Cell phones, ipods, tablets, or other technology devices
- Knives, weapons and like items
- For the safety of other campers who may have food allergies and to avoid attracting critters, **please do not bring any food items.**



## **LOST & FOUND POLICY**

**Due to limited space and the amount of time involved in handling hundreds of lost and found items:**

- GENEVA is not responsible for items left behind, lost, or stolen.
- **Parents are encouraged to label everything with the camper's full name.** If the item has the camper's name on it, we will contact you to pick it up.
- Items found will be displayed at the closing program.
- Items will only be held for 14 days. Any items not claimed after 14 days will be given to a charitable organization.
- If you need an item mailed, we require a \$10 check to cover postage.
- As soon as you realize an item is missing, please go to [campgeneva.org/parent-faq/#other](http://campgeneva.org/parent-faq/#other) and fill out a Lost and Found Form.

## **VISITATION POLICY**

Camp does not have visiting periods for friends and relatives since the sessions are short and we cannot have people wandering the grounds during camp sessions for security reasons.

## **CAMP STORE**

The store is open during check-in and following check-out, as well as daily during free-time. We have a really unique assortment of GENEVA apparel, snacks and novelty items.

**The camp store accepts cash from campers. Credit/Debit cards can be used at check-in and closing.**

Each camper will receive a theme t-shirt and a group picture at no charge.

## **CAMP STORE PUNCH CARDS**

\$10 or \$20 camp store punch cards, as an alternative to cash, can be pre-ordered at the time of online registration.

The camp store is open during check-in and check-out so parents may accompany campers for larger purchases. If there is a balance remaining on the punch card at the end of the camp session, you may stop at the camp store for a refund after signing your camper out with the counselor.

Punch cards may be used to purchase a t-shirt or pillowcase with GENEVA's logo to tie-dye (\$5). Campers may also get cash from their punch card for the pop machine or to donate to the camp scholarship fund so it is not necessary to bring cash.

## **A TYPICAL DAY IN THE LIFE OF A CAMPER**

7:30am	Wake up
8:30am	Breakfast at campsite
9:30am	Bible study
11:30am	Head to GENEVA
12:00pm	Lunch at GENEVA
1:00pm	Support staff projects
2:30pm	Cabin activities
3:30pm	Head back to base camp for debrief & games
5:30pm	Dinner at campsite
8:00pm	Worship & chaplain talk
9:00pm	Campfire
11:00pm	Lights out

## **COMMUNITY OPEN HOUSE**

**Sunday May 17, 2020 - 2-4 pm**

Mark your calendar! The Community Open house is a great opportunity, especially for new campers, to explore the facilities before camp starts. For new campers, knowing what the cabins will be like, and knowing your way around can make the first day much less frightening. It's great to arrive at camp the first morning and not feel totally lost. We'll even have the heated pool open for you to enjoy!

Maps for self-guided tours will be available and there will be lots of staff around to answer questions. Come join us!



# **MAIL CALL!**

## **No Packages**

Packages for campers will not be accepted. The only exception will be for a camper who is at camp during his/her birthday. We will accept small packages for birthday campers but they **may not contain any food items**.

## **Letters & email**

Emails and letter-size mail are encouraged (no food or other items inserted) but we ask that you limit the number of emails you send to one per day. Please focus on your child's camp experience instead of what is happening at home in order to help avoid creating homesickness.

Cabin numbers must be included on the letters/emails in order to ensure delivery. Everything received by 3:00pm will be delivered at suppertime the same day. No mail will be delivered on the day the campers go home so the latest time to send emails is 3:00pm on the day before they depart.

Campers do not have access to a phone or a computer. In case of emergency, you may call the GENEVA office at 616.399.3150. If you call after hours, our voice mail will give you an emergency number to call.

### **To ensure timely delivery of mail, please address mail as follows:**

**dropoff:** At check-in, we will have a box where you can drop off letter-size mail. Please indicate which day you would like it delivered. You can also drop your letters off at the office in the Retreat Center **on the Shores side of camp** anytime before 3pm on the last full day your camper is here.

**snail mail:** *Camper's Name*  
*c/o Camp Geneva*  
*3995 Lakeshore Drive N*  
*Holland, MI 49424*

**email:** **go to our website at [www.campgeneva.org](http://www.campgeneva.org) and click on "email a camper"**  
Campers will NOT have access to a computer, so they will not be able to email you back!

**fax:** 616.399.5180  
**Camper's first and last name and Pines Cabin #** \_\_\_\_\_ **MUST** appear on fax!

*The form below must accompany any medications/supplements/essential oils the camper brings along.  
Please cut on the dotted line and bring with you to check-in.*

## **MEDICATIONS/ SUPPLEMENTS/ ESSENTIAL OILS**

- **All medications must be turned in at check-in.** This includes prescriptions, over-the-counter medications, supplements (including gummies and melatonin), and essential oils.
- All medications must be in the **original container**, be prescribed to the camper, and have clear and current instructions.
- We stock many common over-the-counter medications so we discourage you from leaving these. If you have any questions about which medications we have, the camp health officer is available at check-in.

## ***Instructions for Dispensing Medications/ Supplements/Essential Oils***

Camper's Name \_\_\_\_\_ Cabin # \_\_\_\_\_

**All medications/supplements/essential oils  
MUST be in the original container and have the camper's name on it.**

Name of medication	Dosage	To be given at (circle)				
_____	_____	B	L	D	Bed	Only if needed
_____	_____	B	L	D	Bed	Only if needed
_____	_____	B	L	D	Bed	Only if needed
_____	_____	B	L	D	Bed	Only if needed