



DAY CAMP SCHEDULING SHEET

***THIS FORM DUE TO LPBC MINIMUM 2 WEEKS
PRIOR TO DAY CAMP DATES***

Fax: 715-689-2348 Email: liz@lutherpoint.org
Mail: 11525 Luther Point Rd. Grantsburg WI 54840

CONGREGATION INFORMATION:

- Congregation: _____ Day Camp Dates: _____
- Congregation's Address (please provide physical address not PO Box):

_____ (city) ____ (state) _____ (zip)
- Contact Person: _____
 - Email Address: _____
 - Home Phone #: _____
 - Church Phone #: _____

STAFF ARRIVAL / DEPARTURE:

- Please attach driving directions to your church from camp, include major highways, etc.
- Estimated travel time from Luther Point to our congregation is approximately: _____
 - The LPBC team should arrive at the church at* _____ (time) on _____ (day)
***(Must be no earlier than 5PM on Sunday)**
 - The LPBC team will go to host homes at _____ (time)
 - Will all the LPBC Team be staying together at one host home? Yes No
 - Host Family / Families _____
 - _____
 - The LPBC team should depart from the church at* _____ (time) on _____ (day)
***(Must be no later than 12Noon on Friday)**

DAY CAMP SCHEDULE:

	Day & Date	Camper Start Time	Camper End Time
Day 1			
Day 2			
Day 3			
Day 4			
Day 5			

ACTIVITIES: Please place a check by all the activities that apply to your situation and fill in the requested information.

	Day of Week	Start Time	End Time
Kick-off Gathering			
Volunteer Orientation			
Jr./Sr. High Gathering			
Family Program			
Other:			

➤ Other plans the team should be aware of: (please include dates and times)

ANTICIPATED CLASS ATTENDANCE: *(grade entering in the fall)

First:		Fourth:	
Second:		Fifth:	
Third:		Sixth:	
TOTAL:			
*Reminder: VBS Day Camp programming is only 1 st -6 th graders. If preschool kids will be a part of the program the congregation must provide staff and programming for them.			

DID WE FORGET ANYTHING? USE THE SPACE BELOW FOR ANYTHING ELSE WE MAY NEED TO KNOW:

THANK YOU! We are very much looking forward to visiting your congregation soon!