



## Broad Creek Weekend Camping Policies

### Reservation Procedures

1. Reservations require a minimum deposit of 50% of the listed fee and a completed application received and approved by the Camping Services Office.
  - a. A copy of the approved campsite application will be returned to the group leader to confirm the reservation.
  - b. The balance of the site fee is due two weeks before your reservation date.
  - c. Online reservations can be made at [www.broadcreekbsa.org](http://www.broadcreekbsa.org) under the Weekend Camping link.
2. Cancellations will be accepted, and fees refunded if the cancellation is made two weeks prior to the scheduled weekend in writing.
  - a. Cancellations made after that will not result in a refund of fees unless the site is rented to another unit.
3. Non-BSA groups must provide with this application:
  - a. Hold Harmless Agreement
  - b. Certificate of Liability Insurance

### Check-In

4. **Check-in time starts at 7 p.m. on Friday.**
5. All Units staying at Camp Saffran or Camp Oest will check in at the Rosenberg Family Welcome Center in Camp Saffran – 1929 Susquehanna Hall Road, Whiteford MD before moving into their campsite.
6. Check-in requires a copy of the unit roster with cell phone # of an adult leader in camp.
7. Units must complete the check-in process before moving to their campsite.
  - a. This is the unit's opportunity to identify anything damaged or missing from the cabin and/or campsite.
  - b. Units found in their cabin before check-in will be charged a break-in penalty listed below.

### Check-Out

8. **Check-out will be completed by 12 p.m. (noon) on Sunday.**
9. Please make arrangements with the Campmasters for check-out during check-in.
10. All units must check-out with a Campmaster at their campsite after a site inspection is completed by the Campmaster. The unit can then depart from Broad Creek.
  - a. This is the unit's opportunity to explain any damaged or missing items from the cabin and/or campsite.
  - b. The units failing to have a check-out inspection will be held responsible for any missing, damaged, or dirty items found later in the day and will be charged accordingly.



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### General Camp Policies

11. **The BCMSR Driving and Parking Policy** states that **one** vehicle at a time may go to the campsite to unload/load and return to the designated main parking lot at each Camp. One vehicle may remain at the campsite on the designated parking pad.
  - a. For complete details of the BCMSR Driving and Parking Policy go to: <http://www.baltimorebsa.org/about-broad-creek/camp-rulesparking/42851>.
  - b. **Leave NO Trace Applies at this Camp!** No vehicles are to leave the roads at any time. Please consider this point when loading your transportation. This policy applies to checking in and checking out. Units found violating this policy will be charged a vehicle penalty listed below per vehicle.
12. **Service Projects** are approved by the Properties and Conservation Committees and are listed at [broadcreekbsa.org/projects](http://broadcreekbsa.org/projects). Please contact the Camping office at [campingservices@baltimorebsa.org](mailto:campingservices@baltimorebsa.org) to schedule a service project. Once a service project has been completed and approved by a Council Ranger, a discount on your next camping trip will be applied to the invoice. The amount of the discount will equal the cost of a weekend tent camping fee.
13. **Alcoholic beverages and illegal drugs** are strictly prohibited, and the possession or use thereof will be grounds for immediate dismissal.
14. **Tobacco** is to be used only by adults 18+ and only in designated smoking areas.
15. **Firewood:** For the purposes of our environmental protection, no outside firewood can come into camp. No chainsaws or other power tools may be used to collect wood from the camp. No removal of wood from standing trees, living or dead. Please follow Scouting principles of finding and utilizing local fallen wood.
  - a. Wood crib at cabins must be refilled before check-out.
  - b. Only hardwood is to be burned in cabins, soft woods is for campfires only.
16. **Dining Hall Kitchen Rentals – Check-in and Check-out is handled by Council Rangers**
  - c. Both Camp Saffran and Camp Oest dining hall kitchens will be rented with basic kitchen equipment, pots & pans, and utensils.
  - d. Each kitchen will have a list provided online and on the wall of the kitchen outlining what items are provided, and the cost of item.
  - e. Any items missing/damaged at check-out will be billed to the Unit/Group renting the kitchen.

### Penalties

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|---|------------------|
| • Break-In Penalty – Units found in Cabin before checking in              | \$100            |
| • Vehicle Penalty – Units found breaking the Driving and Parking Policy   | \$50 Per Vehicle |
| • Units found leaving buildings or equipment in uncleanliness conditions  | 50% Rental Cost  |
| • Firewood – Not stocking the wood crib at Cabins                         | \$30             |
| • Missing or Broken equipment at Campsite or Cabin                        | Cost of Item     |
| • Damaged Facilities (broken window, damaged cot/tent, broken door, etc.) | Cost of Repair   |

**Units who do not check-out on Sunday will be subject to the discretion of the Campmaster or Ranger for the above penalties. Cost of Items will be posted at each cabin/kitchen and Cost of Repair will be determined by actual cost needed at the time of the repair.**

**Units will be unable to reserve future cabins, campsites, or facilities until all penalties are paid.**