
General Camp Information

Girl Scouts in the Heart of Pennsylvania owns and operates 12 camp properties. Accommodations range from modern buildings with heat and running water to primitive sites with cabins or tents and latrines.

Renting a Site

Applications from troops or groups will be processed on the following flexible schedule. To have the best chance of obtaining your first choice of units, submit your application according to the following schedule:

- Service Units holding large events may reserve camps nine (9) months in advance of their encampment dates.
- Troops may reserve campsites six (6) months in advance of their encampment dates.
- Outside groups, including out of council Girl Scouts may reserve campsites three (3) months in advance of their encampments.

Reservations will be processed within ten days of arriving at the Harrisburg Area Service Center. In the event of multiple requests for the same site and dates, a random drawing will be held. A deposit of one fourth ($\frac{1}{4}$) of the rental fee will be required. The remainder of the fee is due four weeks prior to the encampment.

- If the whole camp is reserved, the association or service unit will be charged for all units and buildings.
- If the whole camp is not reserved, other troops/groups (Girl Scouts only) will be allowed to rent available units.

Outside groups must submit an "Outside Group" application and include a security deposit of \$100.00 and a copy of their organization's certificate of insurance.

- Out of council Girl Scouts may rent open units in sites that have GSHPA groups scheduled.
- Groups other than Girl Scouts will not be placed at a property where Girl Scouts are scheduled.
- Girl Scouts reserves the right to decline usage to any group or withdraw usage privilege from any group for any reason.

Application Procedures

Applications are available online at www.gshpa.org or from any office or service center.

- Complete the application with up to three choices of dates or units.
- Submit your application to your service unit director or her/his designee. If you do not have a service unit designee, submit it to your membership specialist.
- Service unit director/designee or membership specialist confirms the necessary training has been completed, signs the form, and forwards it to site reservations.
- Staff will check availability and send a confirmation packet.
- Complete any forms in the confirmation packet and take it with you for your outdoor education experience. Turn the forms into the site host or site manager (ranger). Directions will be included in the confirmation packet.



Renting a Camp Site

You may complete the application online and forward it to reservations@gshpa.org or mail the application to:

Attn: Site Reservations
Girl Scouts in the Heart of Pennsylvania
350 Hale Avenue
Harrisburg, PA 17104

You may also fax your application to 717.234.5097. No applications will be accepted less than ten (10) business days in advance of scheduled use.