

Teens To Go™, Inc.
P.O. Box 220
Germantown, MD 20874



WWW.TeensToGo.Org
Office: (301) 540-4356
Fax: (240) 255-7108

Dear Parents/Guardians and Campers:

Welcome to our 2008 Teens To Go Summer Camp program. We are very excited about all of the great adventures planned for this summer! As you can tell, there is a lot of planning and organizing that goes into a program like this. We have noted all of these details in the many documents and attachments that you will or have received. In order for you and the camper to have a successful summer, it is important that you read through all of the information provided. We are sure you have many questions of how trips are run. Most of these questions are already answered for you in the documents you receive. If you have other questions, please contact us.

Below is a list of all the attachments or links you will be getting and a brief description of what the document is about. You can always access these documents from our website, www.TeensToGo.ORG and click on the tab “Already A Camper”

IMPORTANT

If a family has more than one camper, you will receive a separate packet for EACH camper. A separate set of forms **MUST** be filled out for each camper. If a camper is going to multiple sessions, only 1 set of forms will be needed.

1. **Complete Participant Information** – We need you to update your online TTG account with important information concerning your camper. A link to your account was included in this email.
2. **General Camp Information** – Most of the information regarding the everyday running of the camp is included in this document.
3. **Camp Rules and Contract and Release Letter**
 - a. **Camp Rules Section**: All of the rules are listed for the parent and camper to go over. These are very important and are a part of the contract you will be signing.
 - b. **Contract and Release Letter**: This document has to be signed by both the parent and the camper. The contract reflects all of the camp rules and agreement by the parent and camper. The Release must be signed by the parent and camper as well.
We will need this document to be returned to us by June 5th. You can mail or fax it to us. The address and fax number will be provided.
4. **Itinerary** – A detailed itinerary for your camper’s session and site is attached to the “Welcome Email”. This document will take you through trip by trip and let you know all of the information you will need to know (where the camper will be going, what they will need, the times, lunch, money, . . .).
5. **Rafting/Tubing Release** – If your camper has signed up for a session that includes a rafting/tubing trip, a “Butts Tubes Release Letter” has been attached. **We will need this document to be returned to us by June 5th**. You can mail or fax it to us. The address and fax number will be provided.
6. **Medication Form** – If you have noted that the camper will be taking medication during camp (this is done online in the “Complete Participation Information” section), a TTG Medication Form will be sent to you as an Email attachment. **We will need this document to be returned to us by June 5th**.
7. **Payment** – If a balance is due or you have purchased extra shirts, signed up for a “Chaperoned Group” option, or are late turning in forms or payments (after June 5), your account will show a balance due. You can pay this balance online, by mail, or over the phone.

If you have any questions about these forms/links, please give us a call (301) 540-4356.

Parents, **PLEASE** read through all of the important information in this and all documents. The documents have **VERY IMPORTANT** pieces of information for you and your camper. We realize there is a lot of information for you to look over. However, the more you look over, the more prepared you and your camper will be.

Important Reminder: The following is Due by June 5th:

- Complete Participation Information – done on line**
- Contract and Release Letter – Sent as a separate attachment**
- Rafting/Tubing Release (if needed) – sent as a separate attachment**
- Medication Form (if needed) – sent as a separate attachment**
- Final Payment (if needed) – done on line, mail in, or call in.**



AVOID LATE FEES

Prior to the start of camp, we need to have all of the documents and information for each camper. Many of the documents are due to the State Department (camp licensing purposes) and the Insurance Companies. They have given us deadlines and we need to pass them onto you. If any of the items listed above are not completed by June 5th, a **Late Fee of \$10** will be added to your account.

We hope that this and all of the other documents/attachments will provide you with the all of the information that you will need. If you have any questions, or concerns, please give us a call at (301) 540-4356. We will do everything possible to make your camp experience enjoyable. Thank you and we look forward to seeing you during camp.

Please return completed forms and any payments to:

**TEENS TO GO
P.O. BOX 220
GERMANTOWN, MD 20874**

(Please make checks payable to: Teens To Go, Inc.)

You can also fax the information to: (240) 255-7108

We look forward to seeing you this summer!

Thanks-

A handwritten signature in black ink, appearing to read "Manish Shah". The signature is fluid and cursive, with a long horizontal stroke at the end.

Manish Shah
Chairman, Teens To Go, Inc.