

CAMP CAYUGA

BUNK REQUEST FORM

CAMP CAYUGA BUSINESS OFFICE: PO Box 151, Peapack, NJ 07977, 908-470-1224, Fax: 908-470-1228.
 Email: info@campcayuga.com * Website: www.campcayuga.com
 SUMMER ADDRESS: 321 Niles Pond Road, Honesdale, PA 18431, Telephone: 570-253-3133, Fax: 570-253-3194

FOR OFFICE USE ONLY
DATE RECEIVED: _____
DATABASE UPDATED: _____
BUNK LIST UPDATED: _____
INCOMPLETE: _____
WAITLIST: _____
NOTES: _____

If your child wants to be assigned to a cabin with a friend, you need to complete a Bunk Request Form. The fastest way to do this is through your online account. Simply login from our homepage, click "Forms & Documents" on your dashboard, and click "Form-Bunk Request". After April 15th, it is not possible to submit your request online. At that time, you will be required to complete this paper form (PDF). When completed, scan/email this form to info@campcayuga.com, or fax it to 908-470-1228 or after June 9th to 570-253-3194.

CONDITIONS TO MEET:

- 1) Bunk requests must be made online or on this official form. Requests made in other correspondences and/or verbal requests over the phone are not acceptable.
- 2) Campers are limited to one Bunk Request Form, but can list up to 3 friends.
- 3) You and your friend must be enrolled in the same session.
- 4) You and your friend must be entering the same grade in September.
- 5) Camper's parent must sign this form.
- 6) Bunk Request Forms are reciprocal. That is, your friend must complete a separate Bunk Request Form requesting to be bunked with you. Note: Requests "not" to be bunked with a camper will be honored, but only if both campers make the same request.
- 7) Bunk Requests are due April 15th. After this date, we'll do our best to honor your request as long as all

other conditions are met. Keep in mind these forms are accepted on a first-come first-serve basis, so even if your request satisfies all other conditions, it may not be honored if there's no space in the cabin.

CAREFUL CONSIDERATION:

Assigning campers to cabins is a challenging task. Careful consideration is given to the placement of each and every camper. We aim to keep every camper happy and will do our best to keep friends close to one another. Example #1: If you & your friend complete separate forms requesting to be with one another, but you're not enrolled in the same session, we'll try to assign you to a cabin next to your friend or in the same building as your friend (some buildings include up to 4 camper cabins). Example #2: If you request a friend who is enrolled in the same session and grade, but your friend doesn't request you, we'll still try to bunk you together as long as your request doesn't adversely affect your friend's requests.

NO CONFIRMATION AVAILABLE:

Camper cabin assignments change daily as we get closer to camp (since one enrollment may change the cabin assignments for a group of campers). With the "shuffling" of cabin assignments prior to arrival day and on arrival day, it's impossible for us to confirm your Bunk Request. For this reason, your child's cabin number, names of cabin-mates, and cabin counselor names are not made available to parents until the day after arrival day when all campers have settled-in.

My Name (print): _____ . Entering grade in September: _____
 Session: Full Season, First 6-weeks, Last 6-weeks, First-Half, Middle-Half, Second-Half.
 Mini session: First 2-weeks, Second 2-weeks, Third 2-weeks, Last 2-weeks.

Friend's Name (print): _____ . Entering grade in September: _____
 Session: Full Season, First 6-weeks, Last 6-weeks, First-Half, Middle-Half, Second-Half.
 Mini session: First 2-weeks, Second 2-weeks, Third 2-weeks, Last 2-weeks.

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My Parent's Signature: _____ . Date: _____