Dear Parents/Guardians,

Welcome to SFU Summer Camps! In preparation for a fun-filled and memorable camp experience, we have outlined some important information below:

1) **Camps Consent Form** one signed copy will cover all weeks of the 2017 Summer Camps.

If any information is missing, your child’s participation may be delayed until completion.

- International Campers must provide Medical Travel Insurance (translated to English) at least one (1) week prior to the first day of camp.
- Scan and Email: camps@sfu.ca
- Fax: 778-782-3425
- Deadline: **July 31, 2017**

2) **SFU Camps Location Map** (for parking and sign-in/ sign-out location)

**Drop-Off and Pick-Up:**

- **Parking Drop-off/ Pick-up:** 20 minutes courtesy parking in the West Parkade. Turn right at the 3-way stop sign, turn right at the stop sign at the entrance of West Parkade, and proceed to the next level above. Do not park in the ‘Reserved’ section on the 8000 level.
  
  **NOTE:** Drop-off and Pick-up–please do not pay at the parking meter (non-refundable). If you receive a parking violation ticket during your 20 minutes of courtesy parking, please present the ticket directly to Camp Programmers to have your ticket annulled by SFU Parking Services.

- **Express Drop-off:** [Recommended for returning and experienced campers] along Terry Fox Lane (no parking). Turn right at West Campus Road (Flashing lights), follow the signs to Terry Fox Lane (Drop-off only – no pick up).
  
  Lane will be open and operated by camps staff and volunteers **ONLY in the morning from 8:00-8:50am** and is closed at all other times. West Parkade is open 24/7 for camps pick up and drop off.

  Campers may exit vehicle and proceed to Camps Sign-in [Central Gym] under direct supervision by camps staff and volunteers.

  For your safety, please remember to obey traffic signals and instructions at all times.

3) **Sign-in/ Sign-out:**

- **Location:** SFU Lorne Davies Complex (LDC) – Central Gymnasium
- **Drop-off Time:** 8:15 AM (8:30 AM start)
- **Pick-up Time:** 3:30 PM

  **Pick-up Authorization & Self Sign Out:** With consent, self-sign-out privileges are permissible to campers aged 12 years and older. First and last name of additional adults eligible to pick-up your child can be included on the Camp Consent Form or by notifying the Camp Office.

4) **What to Bring:** Comfortable & weather appropriate clothing, sunscreen, hat, a labelled backpack with lunch, water bottle and snacks (please leave all valuable items and electronics at home).

5) If your child is **late** or **sick** please phone **778-782-4965**, and leave a message with your child’s name and camp.

For additional camp information, and policies please refer to our website at: [www.sfu.ca/camps](http://www.sfu.ca/camps)

**Final Presentation:** A final presentation will occur on the last day of camp – **Friday, August 11th**. Parents are to meet in the Lobby area (outside of the Central Gym where camp sign-in / sign-out occurs) and will be escorted by a camp volunteer to the performance location. Invitations, outlining the time and where to meet, will be sent home with your child.