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) **Sign-in – SFU Burnaby Campus:**
   - **Location:** SFU Lorne Davies Complex (LDC) – Central Gymnasium
   - **Drop-off Time:** 8:15 am (8:30 am start)

2) **SFU Camps Location Map** (for parking and sign-in location)
   **Drop-Off:**
   - 20 minutes courtesy parking in the West Visitor Parkade. Turn right at the 3-way stop sign, turn right at the stop sign at the entrance of Visitor Parkade, and proceed to the next level above.

   **NOTE:** 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-out – Traction on Demand:**
   - **Location:** Traction on Demand – 2700 Production Way, Burnaby, BC
   - **Pick-up Time:** 3:30 – 4:00 pm
   - **Pick-up Authorization:** First and last name of additional adults eligible to pick-up your child can be included 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)

6) **Required on-line waiver link (click here):**
   The online waiver includes forms for Cycling BC liability, Burnaby Velodrome Club and Traction on Demand. Select the **Register Now** button and follow the instructions.