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/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 by notifying the Camp Office.

2) **SFU Camps Location Map (for parking and sign-in/sign-out location)**
   - **Drop-Off and Pick-Up:**
     - 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) **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).

4) 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)

5) **Media Release Form**
   - If any information is missing, your child’s participation may be delayed until completion.
     - Scan and Email: camps@sfu.ca
     - Fax: 778-782-3425
     - Deadline: **Thursday, August 9**

6) **Final Performance:** A final performance will occur on the last day of camp – **(Friday, August 17)**. 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. Formal invitations, outlining the time and what to bring to this performance, will be sent home with your child during the week of the camp.