



# AMERICAN CANOE ASSOCIATION ATLANTIC DIVISION



**Camp Committee: Assignment & Retention Sub-Committee**  
c/o Mary Greifenberger  
1425 Bellmore Ave.  
N. Bellmore, NY 11710  
516-781-8889  
msmarimac@aol.com

## **CAMP FACILITY APPLICATION** **AFFILIATED CLUB or PADDLE AMERICA CLUB**

Due December 31<sup>st</sup>

(Applicant may be rated as fully qualified, partially qualified or not qualified.)

1. Name of Club \_\_\_\_\_ Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_
2. Address: \_\_\_\_\_ Phone: \_\_\_\_\_
3. Preference: \_\_\_ Cabin, \_\_\_ Tentfloor, \_\_\_ No preference
4. In each of the three (3) calendar years prior to application, applicants must plan, organize or sponsor at least six (6) canoe sport programs, events, or activities. An example of an acceptable activity is a canoe/kayak course, a trip, a training program, etc. At least two (2) such activities, programs, or events should be submitted for publication in Canoe Sport, and be open to participation by the general membership of the ACA. Also, at least two such activities must take place at the ACA Camp at Lake Sebago. Please attach a full report of these activities.
5. To ensure that there is no unfair replication of cabin or tent floor assignments to essentially the same people, a club shall have a minimum of twenty (20) adult ACA members in each of the thirty-six (36) months prior to application. This number must be maintained in each year of a multi-year assignment. Ten (10) ACA members on the roster cannot be replicated on another Camp assignee's roster. Additionally, if one of an Affiliated club's members is assigned to a cabin or tent floor in his/her own right, then that member cannot be included among the ten (10). Please attach membership rosters and lists of ACA members for the last thirty six (36) months.
6. Please submit the following items as part of the application: Constitution/Bylaws, Membership List, List of Officers, Dues Structure, Proof of checking account, Copies of Newsletter or Column in Canoe Sport (At least a twice a year communication to all club members.), Membership Application Form, Policy regarding usage of facility, and Minutes of club meetings.
7. Please attach two (2) letters of recommendation from members of the ACA. The letters must support the applicant's statements of activity for the ACA, with reference to approximate date, place and events.
8. Applicant acknowledges that the Atlantic Division may audit and verify information submitted with the cabin or tent floor application and that any information which is false or misleading, may disqualify the applicant from assignment to a cabin or tent floor for a period of up to four years. The purposes of the American Canoe Association (ACA) Atlantic Division Camp are first, to promote the programs of the ACA and second, to provide the members of the ACA Atlantic Division and their guests with opportunities to engage in canoe sport. Failure to follow Camp Rules may result in the revocation of assignment.

9. Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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### Worksheet for AFFILIATED CLUB or PADDLE AMERICA CLUB

Please mark each attachment in the upper right hand corner with the item number and letter that it documents.

1 - 3 These lines should be completed on the application.

4. Attach additional pages documenting the following Paddle Sport programs.

	Date in Yr 1 (20__)	Describe activity	Location	Open to ACA Members?
A.				
B.				
C.				
D.				
E.				
F.				

	Date in Yr 2 (20__)	Describe activity	Location	Open to ACA Members?
A.				
B.				
C.				
D.				
E.				
F.				

	Date in Yr 3 (20__)	Describe activity	Location	Open to ACA Members?
A.				
B.				
C.				
D.				
E.				
F.				

5. A. Attach membership lists verifying # members in Yr 1 \_\_\_\_\_, Yr 2 \_\_\_\_\_, Yr 3 \_\_\_\_\_  
 B. Attach a list to show the # of members assigned facilities in Yr 1 \_\_\_\_\_, Yr 2 \_\_\_\_\_, Yr 3 \_\_\_\_\_

6. Letters of recommendation are attached from the following two members of the ACA  
 Name \_\_\_\_\_ ACA # \_\_\_\_\_  
 Name \_\_\_\_\_ ACA # \_\_\_\_\_

7. Information to applicant.

8. Signature of chief officer of the Committee: \_\_\_\_\_