

FEE PAYMENT POLICY

The fee for 2005 is \$495.00 for every participant including adult advisors. A reservation fee of \$50.00 per participant, including adult leaders, is required to hold your arrival date. Please refer to your last financial statement for your specific payment schedule.

ALL FEES (Reservation, Advance and Balance as indicated in fee payment schedule) ARE NON-REFUNDABLE AND NON-TRANSFERABLE TO THE BALANCE OF FEES IN EVENT OF CANCELLATION. BE CAUTIOUS OF MAKING RESERVATIONS OR PAYING FEES FOR THOSE WHO HAVE NOT MADE A FINANCIAL COMMITMENT.

Philmont must commit financial resources to employ staff, purchase food and supplies, and prepare for summer operations. Participants are, therefore, also required to make a financial commitment to attend. Be conservative in making reservations to avoid losing fees due to cancellations.

Should your registration decrease by one crew or more, you will be eligible for a refund of the "Advance" or "Balance" fees if a replacement crew(s) is secured from the waiting list. The refund will be limited to the fees paid by the number of participants registered with the replacement crew. Please notify Philmont as early as possible so replacement crews can be secured.

SEND FEES TO: CAMPING REGISTRAR
PHILMONT SCOUT RANCH
17 DEER RUN ROAD
CIMARRON, NM 87714

FEE PAYMENT SCHEDULE

BE SURE TO COMPLETE AND SUBMIT THE RESERVATION FORM WITH THE INITIAL FEE PAYMENT.

TRANSMITTAL NAME	AMOUNT DUE - per person			DUE DATE
	12 Day Exp.	Short Trek	Cavalcade	
<i>Reservation</i>	\$ 50.00	\$ 50.00	\$ 50.00	<i>With Reservation Form</i>
<i>Advance</i>	\$222.50	<i>½ balance</i>	\$247.50	<i>October 1, per financial statement</i>
<i>Balance</i>	\$222.50	<i>remaining bal.</i>	\$247.50	<i>March 1, 2005 per financial statement</i>
	\$495.00	<i>Based on # of days (\$44/day)</i>	\$545.00	<i>Per Person</i>

SCHOLARSHIPS

If you have young people who need financial assistance to attend Philmont, contact your local Scout service center about the availability of scholarship money. Waite Phillips established a scholarship fund in the 1960's. Income from this fund is divided between the four regions to be allocated to councils participating in Philmont.

CONTINGENCY FUND

Groups should have a contingency fund to cover unexpected expenses such as emergency transportation or roadside repairs.

BUDGET

In establishing the actual fee for each participant, please review the budget worksheet. It is important to include all expenses.

BUDGET WORKSHEET

INDIVIDUAL COST

TOTAL COST

PHILMONT FEE

Covers all Philmont meals, tents, cooking gear, program resources, camper's insurance, leader's kits, medical care, chaplain service, use of horses and burros, Philmont patch, Crew Photo etc. All Philmont participants are charged the same fee.

\$ 495.00 Expedition
\$ 545.00 Cavalcade

\$ _____

TRANSPORTATION

Transportation costs to and from Philmont (see pages 10 thru 12). Be sure to check insurance coverage on packs and gear in transit.

MEALS AND LODGING

All meals and lodging en route to and from Philmont. (Use of military bases helps cut down expenses. Air Force and Army liaison officers can help on this.) Include gratuities and occasional "treats" along the way. See pages 13-15.

TRAINING

Meals and other incidental costs for weekend training events.

PROMOTION

Costs for promotion including production of all material, postage, etc., including hats and/or T-shirts.

EQUIPMENT- PURCHASE OR RENTAL

Include purchase or rental of any equipment or supplies required by expedition. Expeditions are required to bring backpacking stoves. (Groups traveling by plane must contact carriers regarding stove shipping restrictions.)* It is also suggested that crews bring water filters or purifiers.

SIDE TRIPS AND TOURS

En route to and from Philmont.

CONTINGENCY

Allowance for any contingency during trip that may require unexpected expenditures. Refund at end of trip if unused.

SUB-TOTAL

PHILMONT SCHOLARSHIP

Information about scholarships available through your local council service center. Deduct if you have a young person who receives financial assistance.

TOTAL:

\$ _____

\$ _____

*Call the Dept. of Transportation Hazardous Materials Information Center at 1-800-487-4922 OR Hazardous Materials Website: <http://hazmat.dot.gov>
Or: <http://cas.faa.gov>

Stoves may be shipped to Philmont prior to crew's arrival. Arrangements to ship stoves home at the conclusion of your trek can be made at Philmont.

RECOMMENDED PREPARATION PLAN

Unit - (u), Council Contingent (cc)

WHEN	SUGGESTED ACTION	PERSON RESPONSIBLE
WINTER/ SPRING 2004	Conduct critique with a previous year's expedition advisors (cc)	_____
	Council Philmont Kick-off (cc)	_____
	Determine attendance objective for council and districts (cc)	_____
	Establish schedules for mailings, meeting, promotion (cc, u)	_____
	Confirm two deep leadership per crew with at least one alternate (cc, u)	_____
	Announce details in Council bulletin (cc)	_____
	Share Philmont plans with Camping Committee (cc)	_____
	Share Philmont plans with Unit Committee (u)	_____
	Promote Philmont at Roundtables (cc)	_____
	Collect Reservation Fee Payment from each participant (cc,u)	_____
	Transmit Reservation Fee Payment to Philmont (cc - May 1, u - Jan. 31)	_____
SUMMER	Continue recruiting participants if needed. (cc,u)	_____
	Continue Philmont updates in Council Bulletin noting Leadership Participation, Trip Details, Age/Grade Requirements. (cc)	_____
FALL	Collect advance fee payment from each participant (cc, u)	_____
	Transmit advance fee payment to Philmont (due Oct. 1) (cc, u)	_____
	Philmont Committee meets with all selected expedition leaders and reviews plans (cc)	_____
	CONDUCT PHILMONT PARENTS' RALLY (cc, u)	_____
	Sign up 100% of quota (cc)	_____
	Share risk advisory statement with parents (cc, u)	_____
	Arrange transportation and overnight accommodations to and from Philmont (cc, u)	_____
	Make plans for training and the second parent's meeting (cc)	_____
	Receive health and medical forms from Philmont (cc, u)	_____

WHEN	SUGGESTED ACTION	PERSON RESPONSIBLE
DEC/ JAN 2005	<p>Each participant schedule medical exam - review completed medical forms prior to shakedown activities (cc, u)</p> <p>Continue updating Philmont news in Council bulletin (cc)</p> <p>Begin physical fitness training plan (cc, u)</p> <p>Each crew conducts series of training experiences prior to arrival at Philmont (2-3 recommended); start easy and increase difficulty, with several days of camping and hiking with full packs (cc, u)</p>	<hr/> <hr/> <hr/> <hr/>
MARCH	<p>Transmit final fee payment to Philmont by March 1. (cc, u)</p> <p>Receive Advisor's Kit (mid-March) including <i>Treks - Itinerary Guide</i>, <i>Guidebook to Adventure</i> and map from Philmont (cc, u)</p> <p>Continue physical fitness training. (cc, u)</p>	<hr/> <hr/> <hr/>
APRIL	<p>Send itinerary selections card to Philmont as soon as possible, and not later than May 1. (Itineraries are booked on a first come, first served basis and many fill-up early. In 2003, 71.4% of crews received their first choice.)</p> <p>Share accident and sickness insurance information, risk advisory statement, expedition number, Philmont address and emergency telephone number with parents. (cc, u)</p> <p>Submit tour permit application through council (cc, u)</p> <p>Continue physical fitness training. (cc, u)</p>	<hr/> <hr/> <hr/> <hr/>
MAY	<p>Complete details-confirm travel plans in writing (cc, u)</p> <p>Return <i>Arrival Plans</i> card (inside cover of <i>Treks-Itinerary Guide</i>)</p> <p>Prepare and release "Story" to news media (cc, u)</p> <p>Continue physical fitness training. (cc, u)</p>	<hr/> <hr/> <hr/> <hr/>
JUNE - JULY - AUGUST	<p>This year's expedition is all set to go! (cc, u)</p> <p>Bring to Philmont: completed Philmont Health and Medical Records w/proper signatures and copy of insurance card, first aid/CPR verification, approved tour permit, itinerary confirmation card, completed crew roster <u>and</u> talent release form. (cc, u)</p> <p>Evaluate Philmont trek and preparations - prepare for next High Adventure experience (cc, u)</p>	<hr/> <hr/> <hr/> <hr/>