



# Boy Scout Troop **391**

## Camping Equipment Policy

Dear Parents,

Effective October 1<sup>st</sup>, Troop 391 will be implementing a new inventory procedure to maintain the troop's camping equipment. Initially, we will be applying this to the tents and tarps, which are used on various events, but may expand it if the need arises.

Over the previous year, a number of tents have not been returned. This may be a result of the current process which was for the tent partners to take the tents and tarps home to air out and clean, if it was needed. They were then to be brought to the next troop meeting and turned in to the quartermaster. If you happen to still have a tent, could you please remember to bring it to the next Scouting event your child attends.

Moving forward, the new process will consist of a sign out sheet where both Scouts using that tent will sign out the tent and tarp and will be financially responsible for them until properly returned and checked in. This will be monitored by the quartermaster and an adult leader. A receipt will be provided to the scouts for their record also at the time of sign out.

If the items are not returned within (1) month after the campout, a letter will be sent to the Scout's parent(s) to remind them. At the end of (3) months, if the items are still outstanding, the replacement cost of the tent OR the tarp will be deducted from their troop account. We believe this will provide an accountability, which will ensure we maintain the equipment necessary for future trips.

The final decision as to the replacement cost to be charged, will be decided by the troop committee, along with the camping equipment chairperson. This will allow them to take into account current market prices, and other factors if needed.



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## *Request for the Return of Camping Equipment*

Date:    /    /

Dear Parent:

Your Scout, \_\_\_\_\_ attended a campout activity in the past few months, and signed out one of the troop's tents, or tarps for use. As of this date, we haven't had either the tent or tarp returned. We would like to ask if you or your Scout, could please bring this to the next troop meeting or function. The new policy for the camping inventory provides the opportunity for the items to be returned without charge for (3) months following an event. After this period, the replacement price for the item signed out by your Scout, will then be deducted from their Scout troop accounts. Thank you for your understanding and attention in this matter.