Dear 2015 Marching and Leadership Camp Participant and Parents:

Congratulations on being accepted to the University of Oregon Summer Music Camps’ Marching and Leadership Camp! We are looking forward to having you here for a week of musical learning and collaboration.

Enclosed you will find important information about our camp:
1. This Information Packet (registration, check-in, etc.)
2. What to Bring
3. Tentative Schedule
4. Campus Map
5. Rules and Regulations
6. Medical Form
7. Current Balance Statement

This document was updated on June 5, 2015. Returning campers: Please note that items may have changed from previous years, so please read carefully.

LOCATION/DIRECTIONS
Housing will be in the U of O Bean complex in Thorton and Wilcox Hall on 15th Ave. Please refer to the enclosed campus map.

The University of Oregon School of Music, located in the city of Eugene, will once again be the site of the UO Marching & Leadership Camp.

Physical address:
University of Oregon School of Music and Dance
961 E. 18th St.
Eugene, OR 97403

MEDICAL FORMS and MEDICINE POLICY
Parents: Complete and sign the enclosed MEDICAL RELEASE FORM. This will allow us to provide your child with proper medical attention during camp should he/she require it. This is extremely important, and your child will not be permitted to attend camp without this completed form. You may either mail this form to the camp office prior to camp or bring it with you to registration.

If you require medication, it is vital that you inform your Camp Counselor of your needs on this form and discuss them with him/her at the time of Registration. Campers are
responsible for taking and keeping their own medication. Please let your counselor know if you need reminders.

**CAMP RULES & REGULATIONS**
Read through the enclosed copy of our camp RULES & REGULATIONS. It is mandatory that you understand these rules and agree to abide by them before you come to camp. Remember to sign the portion of the Medical Release Form that relates to these rules.

**PAYMENT**
Enclosed is your latest balance statement reflecting any payments you have already made. Your full payment is due by **June 15th**. Unlike in years past, you will not be able to make purchases at registration. All tuition and optional items (DVDs, Photos and Family BBQ Tickets) must be paid for in advance. You can make a payment online at musiccamps.uoregon.edu. If you are purchasing additional items that you didn’t originally request such as a DVD or Photo, please indicate this in the comments of the online payment form.

If your school or another organization is paying for part or all of your camp fees, let us know in advance, as Purchase Orders from schools must be received by June 15th. You may need to remind your band director. If we haven’t received your school’s Purchase Order or check by June 15th, you will be responsible for your balance, and a refund will be issued to you after we receive your school’s payment.

**Payment address:**
Summer Music Camps
1225 University of Oregon
Eugene, OR 97403-1225
FAX: 541-346-6188

**Registration and Drop-Off**
Camp Registration and camper drop-off is **12:00 - 1:00pm Monday, July 6th** in front of Bean Housing on 15th. Once all campers have arrived and settled into their rooms, the counselors will escort them to the School of Music for group meetings and locker assignments.

**REGISTRATION PROCESS**
- Check in at the first table with your last name (there may be two lines alphabetical by last name)
- Turn in Medical Form.
- Pick up your t-shirt.
- Sign in for your room and pick up your room key and meal card.
- Get settled into your room.

**PARKING**
During registration on Monday, July 6th, normal University of Oregon Parking rules will apply. This means that you will need to park at a meter or purchase a visitors parking pass from the University’s Information Kiosk (see map).
We recommend campers staying in the Residence Halls do not bring their cars to camp. Please have a parent drop you off on the first day of camp and pick you up when camp concludes. However, if this is impossible, or if you are a commuter (plan 2 or 3), you may request a parking permit for UO parking lot by calling the camp coordinator at (541) 346-2138. The cost is $10.00 per day per vehicle. This permit will be valid for parking at lot 34E only (this is a few blocks from the Residence Halls). If you are a Resident Camper staying in the Residence Hall but are bringing your car, you will not be able to use it during camp. Your keys must be turned in to your camp counselor on the first day of camp. They will be returned to you when camp concludes. If you are commuting, your keys must be turned in to your camp counselor at the beginning of every day and they will be returned at the end of each day.

**INSTRUMENTS**
All Drum Majors and Section Leaders need to bring their primary outdoor marching instrument. Sousaphones, percussion instruments and color guard flags w/poles will be provided. Percussionists please bring your sticks, mallets, and a practice pad.

**INSTRUMENT STORAGE**
All campers will be assigned a locker in the school of music based on the size of your instrument. We will only authorize locker use if you provide a lock. The University of Oregon and the Summer Music Camps are not liable for lost or stolen items. Storage space for sousaphones and percussion will be provided.

**INSTRUMENT REPAIR**
We do not have any means of repairing your instrument. Please make sure that your instrument arrives at camp in good condition—pads, keys, valves, and slides in working order. If a serious emergency repair is required, parents will be called to authorize the expense and then the bill will be sent directly to parents.

**GROUP PHOTOPGRAPH & MEMORY DVDs**
We have several ways for you to remember your time at camp. These include an 8x10 color photograph of all the campers and staff, and a DVD showing highlights of camp and the final performances. The picture and DVD will need to be paid for in advance. These items will be mailed to you approximately 4-6 weeks after camp.

**MAIL/COMMUNICATION**
If desired, have your parents and friends write to you at the following address:

Your name  
University of Oregon Marching & Leadership Camp  
LLC Conference Desk  
University of Oregon  
Eugene, OR  97403

The University of Oregon and the Summer Music Camps are not responsible for any lost or damaged mail.
You will be very busy during camp and should not expect to find time to communicate at length with friends, family, boyfriends/girlfriends, or to have visitors. If someone needs to get a message to you at camp, the following procedures may be followed: between the hours or 8am-5pm Monday through Friday, your family may leave messages at 541-236-2393. Outside of these hours, for an **EMERGENCY ONLY**, call the Living Learning Center Conference Desk at 541-346-5686. You will need to tell the receptionist:

1. You would like to get in touch with a youth camper of the Marching & Leadership Camp
2. Your name
3. The camper's name
4. Contact info for the camper to reach you

The Conference Desk will get in touch with our counselors and relay the message for your camper to call you back. This process is in place to ensure your camper’s safety.

Often, parents wish for their children to check in with them, and we encourage this. There will not be a telephone located in your room. Cell phone usage is allowed; however, cell phone use will not be allowed during classes or rehearsals.

**FOOD SERVICE**
The dining room will be in Carson Hall. It offers an all-you-care-to-eat buffet that includes salad bar, a variety of main entrées, vegetarian entrées, sides, desserts, and beverages to suit most tastes. Most special diets can be accommodated from the standard menu. Please let us know if you have special dietary concerns. Every effort will be made to accommodate your needs. The first all-camp meal will be dinner on the first day of camp. The last meal will be lunch on the final day of camp.

**CAMP BARBECUE**
There will be a Camp Barbecue on Saturday, July 11th before the final performance beginning at 12:00p.m at Autzen Stadium’s North Concourse (see map for location). This will serve as the regular lunch for Plan 1 Residence Hall Campers and Plan 2 Commuters. Plan 3 Commuters have the option of paying $12 for this meal. Family and Friends of all campers also have the option of purchasing a Camp Barbeque ticket – the cost is $12 per person, and you must purchase your ticket no later than July 1st because this is a catered event. Family and Friends are also welcome to join this social event without dining.

**FINAL PERFORMANCE**
The culminating camp performance will be at 1:15 p.m. on Saturday, July 11th at Autzen Stadium.

Enter through the East Gate. Wheelchair accessible seating is available. If you have special seating needs, please call 541-346-2138 by 5:00pm Wednesday, July 1st. Animals are prohibited in Autzen Stadium with the exception of service animals.
Note: All performances are free of charge and open to the public. Family and friends are encouraged to attend!

RECREATION EQUIPMENT
Camp students are encouraged to bring recreational equipment if desired such as Frisbees, volleyballs, basketballs, hacky sacks, etc. There are several outdoor recreational areas and lawns to enjoy during down time.

OUTINGS
Counselors will coordinate short optional outings to the ice cream parlor, The University Bookstore, etc. Please bring a small amount of spending money if you desire.

SECURITY
Keeping doors locked is the first step in any security system. We strongly encourage you to keep your Residence Hall door locked at all times. Interior and exterior doors should never be propped open. Please review the building evacuation plan that is posted on every floor of the Residence Hall.

ROOMMATE REQUESTS
If you have not already requested a specific roommate, e-mail the Camp Coordinator at musiccamps@uoregon.edu with your name and your roommate’s name before June 22nd. Roommate requests may not be accommodated after June 22nd.

LAUNDRY FACILITIES
Washers and dryers are available in the Walton Residence Hall Complex. These are “card” operated machines. The card costs $3. You must purchase a minimum credit of $2. Washers are 75 cents per load and dryers are free. Soap is not provided.

EARLY ARRIVAL, AIRPORT TRANSPORTATION, AND LATE DEPARTURE
We can accommodate campers who need to arrive one day early (Sunday, July 5th) and/or leave one day late (Sunday, July 12th). There is an extra charge of $96 per night. This charge covers the cost of meals and housing for the extra night. A counselor will be stationed in the residence hall for supervision during this time. If you need early arrival or late departure accommodations, notify the Camp Coordinator at musiccamps@uoregon.edu no later than June 22nd.

We can also provide transportation to and from the Eugene airport, bus or train station for a one-time $25 charge. If you need this transportation, you must notify the Camp Coordinator at musiccamps@uoregon.edu no later than June 22nd. Please also provide a travel itinerary. ***Note: Some bus companies offer a drop off location at the University of Oregon. If you chose this option please notify the camp coordinator and a counselor will be notified to meet you at the drop off location on campus.

Residence Hall CHECK-OUT
Residence Hall Check-Out will take place from 3:00 – 4:30 p.m. (immediately following the final concert) on Saturday, July 11th. Please make sure to return your room key! If you lose your key or do not return it, the cost of a lock change is charged to you. The charge is $30.00 for a lost or unreturned room key.
If you have any further questions, please call the Camp Coordinator at (541) 236-2393 or e-mail us at musiccamps@uoregon.edu. We are looking forward to seeing you in July!

Dr. Eric Wiltshire  
Marching Band Camp Director  
esw@uoregon.edu

Anna Waite  
Summer Camp Coordinator  
musiccamps@uoregon.edu