

**Summer Camps & Conferences**  
*Residence Life Facility Request Form*

**General Information**

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Camp Name: \_\_\_\_\_

Responsible Party: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**Camps/Conference Requested Dates**

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Arrival : \_\_\_\_\_ (Day) \_\_\_\_\_ (Date) \_\_\_\_\_ (Month)

Arrival Time Of Staff: \_\_\_\_\_ (Time) day if needed: \_\_\_\_\_

Arrival Time of Attendees: \_\_\_\_\_ (Time)

Departure: \_\_\_\_\_ (Day) \_\_\_\_\_ (Date) \_\_\_\_\_ (Month)

Departure Time Of Staff: \_\_\_\_\_ (Time) day if needed: \_\_\_\_\_

Departure Time of Attendees: \_\_\_\_\_ (Time)

**Number of Attendees Needing Housing**

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Total: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_

Age of Attendees: \_\_\_\_\_ Arriving by bus?: YES NO

**Facility Requests**

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- Please mark all facilities you would be willing to have your camp housed. Listed are anticipated rates for the summer 2017 camps and conferences. All rates are per person.

	Room Type	Bathroom	Anticipated Rate	Hall
_____	Double	Community Style	\$14.75 per night	Brown, Critz, Hughes, Turner
_____	Double	Suite Style Tier I	\$19.19 per night	Baswell, Nutt
_____	Double	Suite Style Tier II	\$15.98 per night	Jones
_____	Double	Semi Private Tier I	\$19.19 per night	M Street
_____	Double	Semi Private Tier II	\$15.98 per night	Tucker
_____	Double	Private	\$19.19 per night	Paine
_____	Single	Any Type	\$22.00 per night	Any Hall
_____	Linens	Any	\$8.00 per night	Any (camps smaller than 100 persons)

**\*\*\*Please Note\*\*\* All available facilities are subject to change, these will be finalized in April after special projects, maintenance issues and renovation needs are determined by the university.**

Complete one (1) form for each camp that you are bringing to campus that require housing, please return to:

*Missy Hubbard - Administrative Services-Camp Office –Browning Hall – Room 101 – 1505 N Boulder Ave.  
Russellville, AR 72801*