

# Property Reservation, Day Use

**Submit to: Resource Center (Report any changes five (5) days in advance)**

Name of event/meeting: \_\_\_\_\_ Date(s): \_\_\_\_\_

Time Requested: Event/meeting starts \_\_\_\_\_ am/pm Event/meeting ends \_\_\_\_\_ am/pm  
(allow time for set-up and clean-up)

Person in charge: \_\_\_\_\_ Phone number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Email address: \_\_\_\_\_

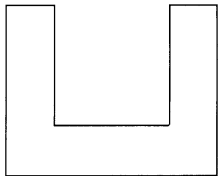
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Group/Troop # \_\_\_\_\_ Level: D B J C S A Service unit: \_\_\_\_\_

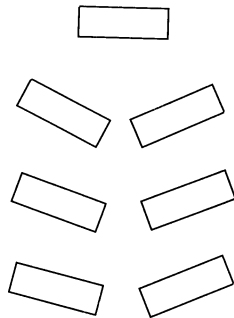
Attending: #girls \_\_\_\_\_ #female adults \_\_\_\_\_ #male adults \_\_\_\_\_ #children (non-Girl Scout) \_\_\_\_\_ = **Total #** \_\_\_\_\_

**Balboa Program Center, Room Set-up #** \_\_\_\_\_ (Must be requested by **Thursday** of the week preceding your activity, not available for Sundays)

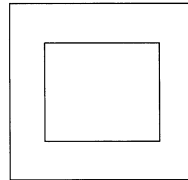
**#1**  
U-Shaped  
(up to 30)



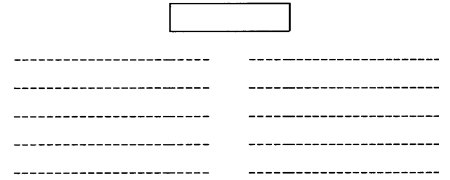
**#2**  
Herringbone  
(up to 60)



**#3**  
Square  
(up to 40)



**#4**  
Theater Chairs  
(2 sets of 5 rows of 5 = 100)



**Circle sites/units:**

**Balboa Program Center**

- (216 lower, 150 upper)
- Cabin 1 (36/60) Tent Level 1 (36)
- Cabin 2 (36/60) Tent Level 2 (36)
- Cabin 3 (21/30) Tent Level 3 (51)
- Upper-level Barbecues (44)
- Upper-level Fire Circle (80)
- Florence Burnham Hall – Large (80), Small (20)
- Room A (8)
- Room B (12)

**Escondido Program Center (72/100)**

- Lodge (45/72)
- Back Porch (50)
- Front Porch (16)
- Tent/Canopy (1) West (16)
- Tent/Canopy (2) Center (16)
- Tent/Canopy (3) East (16)
- Campfire Amphitheater (85)

**Palomar Mountain (48)**

- Lodge (36)
- Tent Site (12)

**North Coastal Service Center (60)**

- Conference Room (60)

**Camp Winacka (276/450)**

- Mt. View (36) Meadow Vista (24)
- Shady Glen (36) Oak Knoll (24)
- Hilltop (48) Rocky Ridge (40)
- cabin 1 2 3 4 5 6 cabin 1 2 3 4 5
- Hideaway (38) Morningside (38)
- cabin 1 2 3 4 5 cabin 1 2 3 4 5
- Kitchen / lodge (240) Cook's Quarters (4)

**Whispering Oaks Program Cntr (250/400) Misc.**

- POD 1—Cabin A B C PB (52)
- POD 2—Cabin A B C PB (52)
- POD 3—Cabin A B C PB (52)
- Tent Site: 1 (24) 2 (20) 3 (12)
- Health Center (8)
- Kitchen/lodge (160)
- Pool (Winacka) (97)
- Archery Range (Mountains)
- Archery Range (Balboa)
- Archery Range (Escondido)

**Complete if applicable:**

Challenge Course trained adults: \_\_\_\_\_ Dehr Creek: (date) \_\_\_\_\_ (time) \_\_\_\_\_ to (time) \_\_\_\_\_

\_\_\_\_\_ Challenge Course: (date) \_\_\_\_\_ (time) \_\_\_\_\_ to (time) \_\_\_\_\_

Archery instructor: \_\_\_\_\_ Archery Range: (date) \_\_\_\_\_ (time) \_\_\_\_\_ to (time) \_\_\_\_\_

Lifeguard: \_\_\_\_\_ Pool: (date) \_\_\_\_\_ (time) \_\_\_\_\_ to (time) \_\_\_\_\_

Qualified cook: \_\_\_\_\_ Kitchen: (date) \_\_\_\_\_ (time) \_\_\_\_\_ to (time) \_\_\_\_\_

<b>Total Fee \$</b>	<b>Resource (initials)</b>	<b>Date reserved:</b>
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