

PHILMONT EXPEDITION REGISTRATION FOR 2005

Reservations for year 2005 Philmont Expeditions will be made on the internet during October and November of 2003. Please review the attached *Adventures Brochure* for complete information and attendance requirements. The following information is provided to assist your unit in placing a reservation:

1. Reservation requests will be accepted, via internet, for 12-day Expeditions, 9-day Expeditions, 8-day Expeditions and 7-day Expeditions from October 20 through November 23.
2. Reservations **will not** be assigned in the order that registration requests are made. Reservations will be picked randomly by computer at the close of the registration request period between November 24 and December 8. Units may make only one registration request during this process. **Please do not attempt to make duplicate registration requests.**
3. Unit representative may place crew reservations only for members of their chartered unit but are not limited to one crew (maximum crew size = 12 participants), however, please be realistic when estimating attendance to avoid unnecessary expense (forfeited fees) and to permit the maximum number of units to make a reservation. Please note formula on worksheet for determining the number of crews you are reserving.
4. A worksheet is provided in order to assist you in collecting the information required to place your reservation request. Please complete the worksheet and have it available when you contact the internet. **DO NOT MAIL THE WORKSHEET TO PHILMONT.**
5. Unit representative may log on to www.advanced-data.com/philmont during your assigned week which corresponds to your region or during the open week:

Southern Region	October 20 – 26
Central Region	October 27 – November 2
Northeast Region	November 3 – 9
Western Region	November 10 – 16
Open Week	November 17 – 23

6. The unit representative will create a password to make changes or corrections to the unit reservation request during the five week process. The representative will receive a confirmation e-mail at the conclusion of the request process. Only one record is kept on file for each unit.
7. Once the reservation request process has been completed the computer will randomly select those to receive reservations. Once 2005 reaches capacity, groups will be placed on a waiting list for 2005.
8. Units with a confirmed 2004 reservation may not place a reservation for 2005 – units may not attend two consecutive seasons. Reservations may not be transferred from one unit to another. Philmont maintains a waiting list and will contact the next available group on the waiting list in the event of a cancellation.
9. After the computer selection process is completed (November 24 through December 8) an e-mail and hard copy will be sent to each unit giving your unit's status. This will take place during December.
10. A \$50 non-refundable deposit, per participant will be due January 30, 2004.
11. Questions about the 2005 reservation process may be directed to Philmont Scout Ranch by e-mail Camping@PhilmontScoutRanch.org or by phone 505-376-2281.

**PHILMONT RESERVATION REQUEST WORKSHEET
FOR SUMMER 2005**

(Do not mail this worksheet to Philmont)

During this fall reservation requests will be made for 2005 using the internet. Log on to:
www.advanced-data.com/philmont
during your assigned week or during the open week to make your reservation request.

Southern Region	October 20 – 26
Central Region	October 27 – November 2
Northeast Region	November 3 – 9
Western Region	November 10 – 16
Open Week	November 17 – 23

Please complete all information on this worksheet before using the internet to make your reservation request.

Please circle one: Troop Varsity Team Venture Crew

Unit # _____ Council Name _____

Contact Name _____

Address _____

City _____ State _____ Zip _____

Telephone (H) _____ (W) _____

E-mail address _____

Please use this formula to determine the number of crews you will reserve:

*# of youth _____ + # of adults _____ = _____ ÷ 12 = _____ Crews**

**Round crew # up to next whole #*

Example: 16 youth + 4 adults = 20 ÷ 12 = 1.66 crews – round to 2 crews

of Crews _____ (maximum crew size 12, minimum crew size 7)

of Youth: _____ (14 by 1/1/2005 **or** have completed 8th grade **and** be at least 13 years of age prior to participation.)

of Adults: _____ (21 years of age or older, limited to 4 per crew)

Available 12-day Expedition – each day June 8 through August 9

Available 9-day Expedition – August 10, 11, 12

Available 8-day Expedition – August 13

Available 7-day Expedition – August 14

On the internet you will be able to check all specific dates you would like to be considered for or you may check months (June, July and/or August) that you are able to accept any available date.