



## We're happy that your Retreat Group is attending Camp Otterbein

**Welcome!** We are excited to host you at Camp Otterbein in Logan, Ohio. We strive to provide hospitality toward a spiritual, relational, and recreational experience.

To ensure your camp experience is a pleasant one, we want to make you aware of some important details to prepare you, your retreat guests, and our staff for your arrival.

**Due to the changing nature surrounding COVID, please be aware of and follow current best practices. Retreat guests and leaders are asked to complete a Self-Health Assessment to verify their good standing health history upon arrival. This is to be turned in to the retreat leader at Check-In.**

**Lodging:** Our cabins and retreat lodges utilize bunk beds in twin mattress size. Please plan to bring your own bedding and towels. Retreat Lodges have restrooms in the building (shower, sink, toilet) in each wing. Cabins utilize the nearby shower houses. If you are staying in our Pine Center, the linens are provided, and 2 full restrooms are in the building. If you are staying in our Treehouses, these are rustic and remote to a purpose with no use of electric or running water with cot beds. In the summer months, portable restrooms are utilized.

**Programming:** If you are participating in a camp staff led program or activity, please provide your group leader with a signed **Release of Liability Form** either for yourself or signed by your parent/legal guardian. Please dress for the weather, most activities at camp can continue with mild weather (rain, heat, cold). We will work toward alternate options with the group leader should activities need to be postponed or cancelled for any reason.

**Medical/Dietary Needs:** Please be in contact with your retreat group leader about any special medical or dietary needs which would need to be passed along to our camp staff. If there are special dietary restrictions or food allergies, we will do our best to accommodate and work alongside you. Please provide this at least one week prior to your event.

**Emergencies:** Please be in touch with your group leader for emergency contact procedures. If the group leader cannot be reached, you may contact the Camp Otterbein office at (380) 223-2267 x2 or the West Ohio Conference camping office at (380) 223-2267 x1. We have an AED on site and 911 emergency services available in the nearby city of Logan.

**Heat Treatment / Bed Bug Policy:** In response to bed bug infestations nationwide, where Ohio is one of the most prevalent states, we at Camp Otterbein are choosing an active approach so these pests are not derailing the great experiences that happen while at camp, and that only positive memories are brought home. We are here to work with you through this prevention method. Prior to your arrival, cabins are cleaned and inspected and include preventative measures taken by a licensed professional. As heat has been shown to be the most effective method of treatment, we have adopted a process of heat-treating luggage and belongings in our heat treatment shed before participants move into their lodging. Luggage will be treated to a high temperature for several hours, after which luggage can be moved into cabins before bedtime. Further information can be found in our Packing List at the end of this document. If you are arriving after your scheduled group time, you will be asked to place your items in our dryers before moving into cabin.

**Start a good practice** for you and your family when travelling to any destination. Upon returning home, unpack directly into laundry machines. A cycle in a household dryer at high temperatures kills the bed bugs and their eggs. If you would like further information, feel free to view the EPA's website at [epa.gov/bedbugs](http://epa.gov/bedbugs)

# Packing List

Use this list to help you prepare for your stay at Camp Otterbein. Please read thoroughly as there are **significant changes** to properly care for your items during the heat treatment. Following the list helps make sure you have the best camp experience possible. There may be other items that you find necessary to bring. We ask that you pack in a fabric, mesh bag, or duffel. Any zippers or closures will be opened. This ensures items are packed loosely enough to be efficiently heated. Please no hard sided luggage which may be damaged in the heating process. Toiletries, medications, and personal items will not be heated and must be packed separately in a plastic bag. You may bring an empty plastic tote to place items in after heat-treatment and for use in cabin. Thank you in advance for helping make this process go as smoothly.

To Be Heat Treated:	Not to be Heat Treated:	Do Not Bring
<p><b>Fabric or Mesh Laundry Bag</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Clothes, underwear, and socks for each day plus one extra</li> <li><input type="checkbox"/> Washable cloth face masks</li> <li><input type="checkbox"/> 2 pair shoes (sneakers or hiking)</li> <li><input type="checkbox"/> Pajamas</li> <li><input type="checkbox"/> Pillow</li> <li><input type="checkbox"/> Sleeping bag or twin sheets and blanket</li> <li><input type="checkbox"/> Bath towel and washcloth</li> <li><input type="checkbox"/> Weather dependent:               <ul style="list-style-type: none"> <li>• Swimsuit (modest), towel</li> <li>• Hat</li> <li>• Light jacket/rain jacket</li> <li>• Jeans or long pants</li> </ul> </li> </ul> <p><b>Optional/Recommended:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Small backpack to carry personal items around camp</li> <li><input type="checkbox"/> Laundry bag for dirty clothes</li> </ul>	<p><b>Ziploc or Plastic Shopping Bag</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Toiletries: soap, shampoo, toothbrush, toothpaste, deodorant</li> <li><input type="checkbox"/> Sunscreen and insect repellent</li> <li><input type="checkbox"/> Prescription or OTC medication in original container</li> </ul> <p><b>Optional/Recommended:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Rain poncho</li> <li><input type="checkbox"/> Camera (non-expensive)</li> <li><input type="checkbox"/> Flashlight and batteries</li> <li><input type="checkbox"/> Book or notebook</li> <li><input type="checkbox"/> Bible, Pencil</li> <li><input type="checkbox"/> Stationary with pre-addressed and stamped envelopes</li> <li><input type="checkbox"/> Empty plastic tote for in cabin</li> <li><input type="checkbox"/> Shower shoes/Crocs</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hard sided luggage</li> <li><input type="checkbox"/> Any item that cannot be put through a dryer cycle on high heat</li> <li><input type="checkbox"/> Candy, gum, or food (up to group leader, allowed in Lodge meeting rooms, not bed areas)</li> <li><input type="checkbox"/> Immodest clothing</li> <li><input type="checkbox"/> Cell phones, electronics, game devices (up to group leader)</li> <li><input type="checkbox"/> Fireworks</li> <li><input type="checkbox"/> Money and valuables</li> <li><input type="checkbox"/> Alcohol, cigarettes, vapes, illegal drugs</li> <li><input type="checkbox"/> Weapons of any kind</li> <li><input type="checkbox"/> Lighters</li> <li><input type="checkbox"/> Any other items that will detract from the purpose of the camp</li> </ul> <p>Camp Otterbein is not responsible for damaged items during the heat treatment process</p>

**Camp Address**  
 Camp Otterbein  
 15779 Cox Rd  
 Logan, OH 43138  
 Office Phone: (380) 223-2267 x2

Director, Scott Seese  
 sseese@wocumc.org

