



BATTLESHIP NEW JERSEY MUSEUM & MEMORIAL OVERNIGHT
ENCAMPMENT PROGRAM

62 BATTLESHIP PLACE, CAMDEN, NJ 08103

BOOKING PROCEDURES

Thank you again for your interest in the Battleship New Jersey Overnight Encampment Program. Please read both the Booking and Pre-Boarding Procedures completely. Once you choose a tentative date for your overnight stay, please contact the Overnight Encampment Office. The preferred contact method is via email at overnights@battleshipnewjersey.org or, by calling (856-966-1652 x203) to discuss available dates. Your overnight stay depends on the number of campers already scheduled for that evening, as well as, other events possibly taking place on the Battleship. Please note that space fills up quickly. We encourage you to book as soon as possible. Because a date is available today does not necessarily mean it will be available tomorrow. We suggest discussing several possible dates with your group to limit the possibility of having to reschedule. Overnights are \$85.00 per- person whether child or adult.

After negotiating a date for your group with the Overnight Encampment Office, a \$20.00 per-person deposit is required for the total number of people in your group, including both children and adults. This deposit must be sent in with a signed Registration and Client Data Sheet, which you will find below. The deposit must be received within 30 days of the date that you book to confirm your reservation. Please note that only a member of the Overnight Program can confirm your date. Sending in a check does not guarantee confirmation.

When your date is confirmed, full payment is required 30 days prior to your overnight date. Please be aware it is your responsibility to have your payment in on time. We will not be responsible for gathering or collecting payments from individuals. If your group is not paid in full 30 days prior to your scheduled overnight, your reservation can be cancelled, and your deposit lost.

Once we receive payment in full, it is possible to add or subtract people from your group, however, this is at the sole discretion of the Overnight Encampment Program. While we try to accommodate all campers, space is limited, and we have a maximum of 200 campers. Once again, sending in a check for extra campers without confirmation does not mean those campers will be allowed to board the Battleship. If last-minute campers are added, special arrangements will be made to allow them to make payment within the last 30 days. No additions will be permitted after the close of business (noon) on the Tuesday prior to your scheduled overnight. For information on refunds, please refer to the refund policy contained in this packet.

To alleviate any confusion, all changes to headcount must be coordinated by the group leader. Please **do not** have individual parents call to add headcount or make individual payments. Headcount increases and payments must be coordinated by the group leader or treasurer.

Payments may be made by check or by credit card. If paying by credit card, please call the Overnight Encampment Office. If paying by check, please make the check payable to “Battleship New Jersey” and please mark the front of the envelope with; “Attention Overnights”, and identify your group.

Contact Information

Overnight Program email address is overnights@battleshipnewjersey.org Toll Free: (866) 877-6262 x203

Local: (856) 966-1652 x203

Overnight Program Refund Policy

The Battleship New Jersey refund policy is clearly stated below. Please be aware of this policy before booking, as exceptions cannot be made.

When we acknowledge your overnight request, a \$20.00 per-person, **non-refundable** deposit is required for the total number of people in your group, including children and adults. Your deposit is due within 30 days of the date that you book to confirm your reservation. Please note that only a member of the Overnight Program can confirm your date. Sending in a check does not mean confirmation. You are responsible for having your deposit to us on time. We accept check and credit card (American Express, Visa, and MasterCard).

Full payment is due 30 days before your overnight date. If we do not receive your payment within the mentioned timeframe, your reservation can be cancelled, and your deposit lost. We will not be responsible for gathering or collecting payments from individuals.

While every attempt will be made to accommodate any increases in headcount, after your initial booking, there are no guarantees. All increases in headcount are based upon available capacity and must be preapproved by the Overnight Encampment Office. Any headcount increases that do not receive preapproval may be denied boarding.

To be eligible for a refund, all reductions in headcount and all cancellations **MUST** be communicated to the Overnight Encampment Office, via email, 7 days prior to your scheduled overnight. **No refunds** will be authorized for any reductions in headcount or cancellations after the 7-day cut off. Refunds will be reduced by the \$20.00/person non-refundable deposit.

Welcome Package

We strongly recommend you distribute the Welcome Package (Booking and Pre-Boarding procedures) to



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Event Date: _____ Group Size: _____ When booking
others in your group, or minimally the refund policy, prior to booking, so there are no misunderstandings.
Overnights are rain-or-shine events and, as such, are not generally cancelled because of inclement
weather. If we must cancel your overnight due to weather conditions, your group can reschedule for a later
date.

REGISTRATION AND CLIENT DATA SHEET

Age range: # Males: # Females: # ADULTS: for the
Overnight Program, please fill out this form, sign it and mail to the address noted above

ATTN: Overnight _____
Program

Please make all checks or money orders payable to the Battleship New Jersey.

Contact name:

Address:

City: _____ State: _____ Zip: _____
Daytime phone: _____ Home phone: _____

Cell phone: _____ Email: _____

Name of person leading group on board: _____

Email of person leading group on board: _____

Troop level and number (if applicable): _____

Scout council (if applicable): _____

Special physical needs: _____

SCOUTING GROUPS ONLY: Does your scouting organization
have your own insurance?

___ Yes or ___ No

**If your scouting organization has insurance, we ask that you
make the Battleship NJ an additional insured party.**

Have you visited us before? _____

When?

How did you hear about us? _____

By signing this document, you are agreeing that you have read and understand the Booking Procedures, Refund Policy and Pre-Boarding Information Packet, and that you are agreeing to abide by the terms therein.

Name of group contact: _____

Signature of group contact: _____



Dear Campers,

Please keep in mind that when parking your vehicle in the Camden City Parking Authority Garage (10 Delaware Ave, Camden, NJ 08102), designated for Battleship Overnights, there may also be events taking place at other area attractions such as Adventure Aquarium, the Freedom Mortgage Pavilion and the Children's Garden.

If you encounter a Camden County Police Officer when trying to negotiate traffic, please show the officer this letter and let them know you are here to participate in the Overnight Encampment Program at the Battleship New Jersey. We have spoken with the police in the past, and they have assured us they will allow your vehicle access to the garage.

If you have a group of cars, please make copies of this form for them to show any police officers they may encounter.

Please be advised that this document has no legal standing and is subordinate to any directions or instructions you may receive from a police officer.

Battleship Overnight Staff

This pass has no monetary value. It is intended to identify cars to the Camden County Police.

The cost of parking is \$12.50 per car.

Battleship New Jersey Encampment

Parking Pass

PLEASE PLACE THIS PARKING PASS
ON YOUR DASHBOARD WHILE
PARKED IN THE PARKING GARAGE