

CAMP CRABTREE AND CAMP LAPIHIO POLICIES AND PROCEDURES

The following Policies and Procedures are designed to assist William B. Umstead State Park, hereinafter referred to as the PARK, and the organizations, hereinafter referred to as the APPLICANT, using the group camps at the PARK. These policies and procedures apply to Camp Crabtree and Camp Lapihio.

RESERVATIONS:

- Camp Crabtree and Camp Lapihio are available to organizations and non-profit groups (youth and adults).
- Camp Crabtree and Camp Lapihio are available for use from April 1st through October 31st.
- Reservations are made through the park office. You may make reservations up to eleven (11) months in advance based on the date of your last night of stay in the camp.
 - For first time users of the group camps:
 1. APPLICANT must schedule a time with the park office to check out the key and go look at the camp.
 2. APPLICANT must complete and submit an **Application for Group Camp Use Permit and Orientation Checklist** with payment.
 - If APPLICANT has used the group previously, he/she must complete and submit an **Application for Group Camp Use Permit** and completed **Orientation Checklist** with payment.
- Application forms are available at the Visitor Center. You may request one through email by contacting the park office at: **william.umstead@ncparks.gov**
- APPLICANT may email the completed application, mail it, or bring it to the office. The reservation will not be confirmed or complete until payment is received. We cannot hold dates.
- Once we receive the Application for Group Camp Use Permit, payment must be submitted to complete the reservation. We can process cash, checks, or a credit card as payment. *NOTE: Checks are to be made out to TREASURER OF N.C. There will be a \$25.00 processing fee charged for returned checks.*
- Refunds for Camp Crabtree and Camp Lapihio reservations must be submitted in writing two weeks prior to the reservation date. No refunds or transfers are available for reservations made within two weeks of the occupancy date.
- Any changes to group camp reservations must be made in writing.

CHECK-IN:

- Check-in time is between 3:00 – 5:00 p.m. on your date of arrival.
- The PARK closes at a specified time each night. The front gate hours are as follows:

April	7:00 AM - 8:00 PM
May – August	7:00 AM - 9:00 PM
September, October	7:00 AM - 8:00 PM
- The PARK gates are closed and locked promptly at posted closing time. No entry or exit is permitted after this time except for law enforcement or medical emergencies. In an **Emergency**, please follow the rules posted in each unit of the group camps, at the mess hall, and latrines.

GENERAL GROUP CAMP POLICIES:

NOTE: All general North Carolina State Park rules apply to group camp use. It is the responsibility of the group leader to ensure that the group understands and follows the rules. You can find general park rules and regulations at www.ncparks.gov.

The following items cover common situations that may arise in the group camps, but is not all inclusive:

No swimming
allowed 2024

- Swimming is available to campers in Camp Crabtree and Camp Lapihio. APPLICANTS must comply with the **Waiver and Guidelines for “unprotected” Swimming Area**. The **Waiver and Guidelines** form must be signed and submitted by the APPLICANT and attached to the Group Camp Application. This form is available at the Visitor Center or by request through email.
- The APPLICANT is responsible for any damage and for cleaning the facility prior to checkout.
- The APPLICANT will be responsible for operation of emergency fire suppression systems, smoke and fire alarms. Please familiarize yourself with this equipment upon check-in.
- Private boats are not permitted in the park.
- No tents or RVs are allowed at Camp Crabtree and Camp Lapihio.
- Pets are not allowed in group camp areas except those trained as service animals to provide assistance to individuals with disabilities.
- Alcoholic beverages are prohibited.
- Sleeping in a mess hall is prohibited.
- Generators are prohibited.
- Posting of signs is prohibited in the park unless approved.
- Fish cleaning is not permitted in any group camp sinks. All fish waste products must be double-bagged and placed in the dumpster.
- Groups must bring firewood if needed. Firewood may be purchased at the Visitor Center during hours of operation.
- Fires in designated areas only.

CHECK OUT:

- Group camps must be checked out and inspected by a ranger.
- The group is responsible for cleaning the facilities. Cleaning supplies are provided in closets at each of the restrooms and at the mess hall.
- Groups must be checked out by 1:00 PM on their departure day.
 - For Camp Lapihio, the camp must be cleaned and ready by 11 AM at the latest as it takes approximately two (2) hours for the ranger to inspect all buildings.
 - For Camp Crabtree, the camp must be cleaned and ready by 12 PM at the latest as it takes approximately one (1) hour for the ranger to inspect all the buildings.
- You must call the Visitor Center office when the camp has been cleaned and is ready for the ranger.
- The earliest a ranger can be available is 9 AM if you wish an early check out.
- If you wish to check out prior to your departure date, the latest a ranger can check you out is 4 PM.
- No evening check out is available.
- The person indicated as group leader on the application must ensure camp is clean and be present during ranger check out.
- APPLICANT will be charged for an additional night if they have not checked out at the specified time.