

We have put together information to help make your job easier and a handout sheet that you can copy to give to each participant. We do canoe and tube 'rain or shine' except in high water or very cold weather. These exceptions are determined by the Outfitters. Refunds are given up to one week in advance of the trip. None after that. If you made the reservation and paid online, you will need to call in to cancel and any refunds.

Deposits of \$20 per person are required to hold canoes/tubes and meals with full payment to be paid two weeks in advance online or by phone. This enables all paperwork to go more quickly the day of your trip. Full payment also commits your people to coming and requires less paperwork for you. Please use the online payment system or collect all money from your group and send one check along with the date of trip and trip leader's name on the check. Do go to our website to get copies of our liability form. Everyone must sign one. Each of your group members that pays individually online will have signed it electronically. Doing this ahead of your trip makes sign-up time quicker.

Here is link to and that folks ask! Your group will need to watch the safety video ( or view it online ahead of time at <http://www.youtube.com/watch?v=wfMuJVIVpec>.)

It is best to set a time for your group's arrival at the Outfitters and a river departure time. We will work with you on this to plan a great day on the river. Emergency number for Outfitters (540) 743-4159 from 8 AM to 5 PM. Phone not answered during night.

Weather- check the internet. River water levels:

<http://waterdata.usgs.gov/va/nwis/uv?01629500> Suggest that your group's members leave valuables at home. The river and the car are not the place for them. Parking while on the river MUST be in our parking lot 200 yards behind the Outfitter's Our tent campground (Camp OutBack) has hot showers. Please reserve your group's camping early. Sites can accommodate 10 people/5 tents. Cost is \$8/person/night with a min of \$32/site. Children under 8 are free. We do not reserve specific sites--first come, first serve on site selection. Camp OutBack is a Quiet Zone after 11 PM. Intoxication and loud noise will not be tolerated. The offender will be asked to leave without refund. The offender could loose camping privileges for the entire group. Please let your folks know ahead of time. Please ask about other primitive camping areas if you plan to party. Camping is to be fun for all! We hope these suggestions will make your job as trip leader easier and more fun. Let's work together to make a great day on the river for you and your group. See you on the river soon.....

A Simple time table:

3 Months Ahead: Make reservations for meals, canoes, and camping with tentative number. Xerox and give to participants the 'Information letter'

2 Months Ahead: Update numbers with Outfitters. Mail deposit or reserve online.

1 Month Ahead: Update numbers again. Mail any more deposits.

2 Weeks Ahead: Final deadline for balance of full payment. Mail with firm number of participants.

1 Week Ahead: LAST CHANCE FOR REFUNDS. None after this time. Call Outfitters if any change in number of meals and/or canoes/tubes/camping.

Day Ahead: Call Outfitters if ANY changes in number.

River Day: Leader checks at desk with Outfitters. Have group unload cars at Store and then park cars in Parking Lot 200 yards behind store.

Please call us for any assistance (800) 6CANOE2.

We are ready to help you have a great Trip!

<b>Free for Leader</b>		<b>Group Discount</b>
1 Free T-shirt for signing up 20 people for meals		for Boy & Girl Scouts, Churches
1 Free Trip for signing up 25 (26th free) for canoes, tubes, rafts, meals		Sat.10% off--Sun.25% off of day canoe rentals
2 Free Trips for signing up 50 (51 & 52 free) for canoes, tubes, rafts, meals		Mid-week canoe rental \$36/canoe
3 Free Trips for signing up 75+(76,77 &78th free) for canoes, tubes, rafts, meals		No discount on meal packages. Excludes holidays

Thank you for being a Group Leader!