

TROOP EQUIPMENT VEHICLE(S) ARRIVAL PROCEDURES

1. Beginning on Monday morning, July 19, 2010, troop equipment vehicle(s) driven by jamboree staff member(s) may begin to arrive at Fort A.P. Hill, Virginia, between the hours of 7:30 A.M. and 4 P.M. and continue through Saturday, July 24, 2010. You **must use** the main gate on U.S. Highway 301 (north side).
2. On Monday, July 26, 2010, troop equipment vehicles may arrive between the hours of 6 A.M. and 4 P.M. Equipment vehicles **must use** the same gate and **must arrive** with their contingent buses/vans.
3. All trucks/trailers must have sealed door(s) bearing the distinct BSA troop seal(s) which will be sent at a later date.
4. Prior to sealing the truck/trailer doors, the contents of each vehicle must be inspected by a locally recognized law enforcement agency such as municipal police agency, constable, marshal, county sheriff, or federal agency and attested to by a law enforcement officer. The Troop Equipment Manifest form will be sent with the troop seals.
5. The Troop Equipment Manifest form is to be presented at the assigned gate entrance by the equipment vehicle driver. A separate manifest for each equipment vehicle must be presented; however, if the vehicle is carrying equipment for multiple troops, only one manifest is necessary.
6. All equipment vehicles must also display a color-coded windshield placard on the front windshield upon arrival at Fort A.P. Hill, Virginia. The placards will be sent with the equipment seals and troop manifest forms.
9. **For security reasons, the placards should not be issued until after the truck/trailer(s) are loaded and sealed just prior to departure.** Each placard must list the troop number. If the vehicle is carrying multiple troop equipment, each troop number should be listed on the placard in black letters.
10. The placard will have a border with a unique hologram. **The placard needs to be affixed to the windshield of the vehicle just prior to arrival at the fort.** There are two strips or liners (top and bottom) that when removed will expose adhesive to stick to the windshield. Keep the adhesive covers. Once you have arrived in your subcamp, remove the placard and replace the liners over the adhesive. The placards should be kept with your bus or truck driver for safe keeping for re-entry or departure on Wednesday, August 4, 2010. If your equipment vehicle is placed in Archer Camp storage parking area, please leave the placard on the windshield for quick identification.
11. Failure to follow the instructions regarding sealing of vehicle(s) may lead to a detailed inspection of the vehicle(s) that could result in a long delay upon arrival at the assigned gate.

**ARRIVAL PROCEDURES AT FORT A.P. HILL
FOR CONTINGENT BUSES AND EQUIPMENT VEHICLE(S) CONVOY**

**GATE ASSIGNMENTS FOR MONDAY, JULY 26, 2010
6 A.M. to 4 P.M.**

It is imperative that each region follow this arrival plan exactly to the letter. Only buses from the Southern Region are allowed on U.S. Highway 17 between New Post to Rappahannock Gate. Only buses from the Central Region will be allowed to travel north on State Highway 2 between Bowling Green, Virginia, and Villeboro gate.

1. The color-coded placards identifying a specific gate for entrance to Fort A.P. Hill, Virginia, will be sent at a later date. Placards for buses/vans/trucks should be carried either by your Scoutmaster(s), contingent leader(s) or staff adviser. Placards should be affixed to the right-hand (passenger) side of the vehicle's windshield just prior to arrival at Fort A.P. Hill. Equipment vehicles **must use** the same gate and **must arrive** with their contingent buses/vans. **For security reasons, placards should not be issued until just prior to departure from home.**
2. Each placard for each bus must have the troop number printed in **BLACK** letters at least four inches high. The placard gives the military police or public safety officer(s) two pieces of information with a quick glance: (1) The color code denotes the gate the bus should enter upon arrival; (2) The number identifies the subcamp where the contingent is assigned. (Example: 902: Subcamp 9, troop number 902; or 2056: Subcamp 20, troop number 2056.)
3. The placard will have a border with a unique hologram. There are two strips or liners (top and bottom) that will expose adhesive to stick to the windshield. **Please keep the adhesive liners. Once you have arrived in your subcamp, remove the placard and replace the liners over the adhesive.** The placards should be kept with your bus or truck driver for re-entry to Fort A.P. Hill or subcamp area.
4. **Buses may re-enter through the same gates as on their arrival day at 5:30 A.M. on Wednesday, August 4, 2010.** Failure to have the placards for re-entry could result in a detailed inspection of the vehicle. **Equipment vehicle(s) can re-enter the subcamp on Tuesday, August 3, after 4 P.M. for loading.** These vehicles must be removed from the subcamps no later than dark and parked at the Archer Camp parking lot or driven off-site.
5. Arrivals and departure gates are as follows:

Northeast Region	North Gate on U.S. Highway 301 if vehicles are heading in the southbound lanes from Port Royal
Western Region	South Gate on U.S. Highway 301 if vehicles are heading in the northbound lanes from Bowling Green.
Southern Region	Use the Rappahannock Gate on U.S. Highway 17. All buses must travel southbound from the intersection of Highway 17 and State Highway 2 from New Post.
Central Region	Use the Villeboro Gate on State Highway 2. All buses must use the northbound lane from Bowling Green.
6. **Buses and equipment vehicles cannot travel across the highway against oncoming traffic.**

CHECK-IN PROCEDURE FOR TROOPS

1. As the contingent buses/vans approach their assigned gate, a jamboree registration greeter will meet the troop at their assigned gate, ride with the troop to their campsite and collect all necessary paperwork (i.e. troop roster, medical screening report, etc.). By presenting this roster, the Scoutmaster is attesting to the identification and presence of each person aboard the vehicle. If you fail to present the roster, it could result in a delay with verification and check-in of the jamboree troop members. If all paperwork is in order, the Scoutmaster will be escorted to the proper subcamp medical facility to turn in all paperwork and receive the troop credentials.
2. Once at the subcamp and troop site to which your troop is assigned, all vehicles, trucks, and trailers are unloaded by the troop members and two adult leaders. Then they are released either to leave the jamboree site or to be parked in the Archer camp storage area for the duration of the jamboree.
3. The subcamp commissioner will then assist with troop arrival functions, which include subcamp orientation and location of service facilities, picking up the first food issue, picking up the troop's site equipment.

LOADING AND DEPARTURE PROCEDURES

1. Beginning at 4 P.M. on Tuesday, August 3, 2010, only support/equipment vehicles may enter subcamp areas for loading. These vehicles must be removed from the subcamps no later than dark and parked at the Archer Camp parking lot or driven off-site.
2. On Wednesday, August 4, beginning at 5:30 A.M., troops will leave the jamboree site in accordance with the prearranged schedule developed by the transportation service and given to the subcamp transportation director.
3. All buses and equipment vehicles are to be off the property by 11 A.M. This is necessary because jamboree staff begins departure at 11 A.M.