

ADDITIONAL FORMS & DOCUMENTS FOR CAMP

DOCUMENTATION and WORK PERMIT LAW

Bring physical documentation of any certifications you hold-i.e. Red Cross LGT, WSI, CPR First Aid, Small Craft, Riflery (NRA or other), Archery, Maine Trip Leaders etc. Maine safety laws are very strict.

W-4 and I-9 Form:

These forms will be completed with the help of directors at camp. To complete these forms you will need the following documents:

US Staff

1. Current driver's license
2. Social Security card

International Staff

1. Passport
2. Current Visa paperwork - DS2019 form
3. International Driving license (if you have one)

Insurance:

Camp Fernwood carries Worker's Compensation for all its employees, which covers costs of illness or accidents that might occur while on duty. For additional protection and care beyond that offered by our camp infirmary, (optical, dental, pre-existing illness, etc.), or any illness or injury not related to your job, you should have coverage by college, Blue Cross or other private plans. International staff members are typically provided an insurance policy from their sponsoring agency. Please bring this necessary individual health coverage information with you to camp.

Driver's License:

Regardless of whether or not you wish to drive while at camp, all American staff members should bring a valid driver's license with them to camp if they have one.

If you would like to drive our vehicles for camp purposes, please bring your license and/or international license. During pre-camp there will be a driver's test for all staff who would like permission to drive camp vehicles. Camp vehicles can only be driven by individuals over 21 years old.

On a day off, staff members over 21 years may borrow a camp vehicle for personal use if it is not scheduled for camp use. Drivers under 21 years of age who are bringing a vehicle to camp, will not be permitted to drive campers, but are permitted to drive staff members in their own car.