



## Wilderness Wind

2945 Hwy 169 Ely, MN 55731

218-365-5873

[www.wildernesswind.org](http://www.wildernesswind.org)

## For Trip Organizers: Planning a Trip

**Trip Organizers:** Welcome aboard! Please keep in mind that **you are the informational link** between your group participants and Wilderness Wind. Make sure each participant has a copy of any group materials you receive from Wilderness Wind. **If you have questions, contact us!**

### Steps in planning a trip:

1. **Contact us:** call 218-365-5873 or email [aubrey@wildernesswind.org](mailto:aubrey@wildernesswind.org) and let us know you want to organize a trip. If you know the dates, we will tentatively add you to the calendar. (Reservations are confirmed when we receive your deposit.)
2. **Make decisions with your group:**
  - ◆ Review the fees and philosophy form and complete the reservation form (*forms and instructions available online*).
  - ◆ Be sure to care for the following **with your group:**
    - 1) Set the date. Discuss group's interests and expectations for the trip.
    - 2) Review trip offerings and costs with each group member.
    - 3) Complete the reservation form, making a copy for your records.
    - 4) Collect the deposit. You can choose to pay the entire deposit yourself or collect \$100 deposit from each participant. **Please make checks out to Wilderness Wind.** The deposit is applied toward the total (or individual) trip fee. Payment may also be made online.
3. **Contact us** with the information from your reservation form. We will discuss Boundary Water entry point options with you and reserve a permit. The trip organizer will receive a confirmation by email from the Forest Service.
4. **Complete the health and safety release forms.** Due to new health code requirements, all youth campers are required to have their health forms signed by a physician within 90 days of their trip. Communicate with your group and plan early to avoid last-minute scrambling.
5. **Your work is done for now.** In spring, we will send you info to give to each trip participant to help them prepare for their wilderness experience (pack list etc – also online). Your trip leader will also call you a week or so prior to your trip. Please feel free to call with any questions before this time.

### General information for planning a trip:

1. **Plan early.** We can add you to Wilderness Wind's schedule almost any time, however, entering the Boundary Waters requires a Forest Service permit. If you have a particular location you want to travel in, the sooner you call us the better
2. **Group configurations are endless.** A combination of friends, family, work cohorts and church groups work well. Some church's traditions include: an every four-year youth group cycle, an annual father/daughter trip when daughters reach the age of 15 or alternating annually between a women's trip and a men's trip. The options abound.
3. **Feel free to contact us** at any time, with any questions.