

U.S. Department of
Homeland Security

United States
Coast Guard



Commanding Officer
USCG Training Center (MWR)
1 Munro Avenue
Cape May, NJ 08204

Phone: 609-898-6922
Fax: 609-898-6884
Email: D05-SMB-TRACENCM-MWR@USCG.MIL

Dear Sir / Madam,

The USCG Training Center located in Cape May, New Jersey offers scouts the opportunity for weekend camping on the base. We begin accepting campground request on **March 1** of each year and the campground, which is for tent camping only, is open from the first weekend in **April** through the second weekend in **October**. Available for use are fire rings, running cold water, and electricity. There are no shower facilities, only port-a-potties. Your troop may make arrangements for a tour of the base, use the enlisted dining hall for meals, and attend church service at the chapel on Sunday.

A letter of request is needed to process reservations. The letter must include the troop number, council affiliation, dates requested, approximate number of campers, and a point of contact with a daytime number. Send letter electronically to D05-SMB-TRACENCM-MWR@USCG.MIL, mail, or by fax at **609-898-6884**. Your council must have a current license agreement with the United States Coast Guard Training Center and proof of liability insurance. Once the letter of request is received and the license agreement and insurance is verified, we will send a confirmation letter and a packet of information.

If your council does not have an up to date license agreement with the United States Coast Guard Training Center Cape May, please have a representative from the council submit a letter requesting an agreement. The letter must include the name and telephone number of the contact person as well as the name and title of the person who is authorized to sign the agreement. To expedite the process, it would be helpful to attach a copy of the council's current Certificate of Insurance, which can be sent electronically to Lisa.M.Kellehar@uscg.mil or faxed to **609-898-6582**.

If you need more information, please feel free to contact our office at **609-898-6922**.

Sincerely,

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MWR,
U.S. Coast Guard