



# CAMP EAGLE HILL

## SPECIAL NOTICE

### 2019 Working Papers for CITs and Staff Under 18

#### Summer Office

PO Box 12  
Elizaville, New York 12523  
Phone (518) 537.4000  
Fax (518) 537.6800

#### Winter Office

33 Barclay Road  
Scarsdale, New York 10583  
Phone (914) 725.4876  
Fax (914) 725.3311

Website [www.campeaglehill.com](http://www.campeaglehill.com)

Email [summer@campeaglehill.com](mailto:summer@campeaglehill.com)

**ACA Accredited**

New York State Law requires that all employees not yet 18 years of age when employed (as of June 15, 2019 for Staff Members and June 26, 2019 for CITs), obtain Working Papers prior to starting their summer with us at camp. As our camp's CITs do some work as a part of their camp schedule during their stay at camp, it is expected that they will have WORKING PAPERS while with us at camp.

**For New York State residents**, this is easily accomplished. Simply go to your High School Guidance Counselor and obtain them through his or her office. At the very least, your school's Guidance Office will have the information as to how Working Papers may be obtained.

**If you live outside of New York State**, you will be responsible for bringing along with you to camp the following items:

- (1) A copy of your birth certificate.
- (2) A letter from your High School on school stationery stating that you are in attendance at the school as well as stating your date of birth.
- (3) A letter from the CIT or Staff Member's parents, indicating that they give their permission for the CIT or Staff Member to work at camp.

**For New York State residents, we must have these working papers into our camp office by June 1, 2019. For those CITs living outside of New York State, please make sure that you bring all of the above listed items with you to camp.**

It is extremely important that we have these working papers at camp! Naturally, if you have any questions regarding Working Papers, please feel free to give us a call.....The camp phone number is (914) 725-4876.