



HEADQUARTERS INDIANA WING ENCAMPMENT
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
PO Box 421102
Indianapolis, IN 46242-1102



30 May 2024

1st Lt David Vachon, CAP
INWG Encampment
Civil Air Patrol

Thank you for entrusting us with your cadet during the 2024 Indiana Wing Summer Encampment. You can have confidence in knowing that the adult staff has many years of experience and our primary mission is ensuring the health and safety of your cadet.

Encampment is a learning experience for both the first-time cadets (students) and the cadet leadership (cadre). Students learn teamwork, followership, and physical fitness basics, while cadre are leading the teams and encouraging students to excel. Encampment is challenging, but approximately 7,000 CAP cadets across the country each year complete the program. Young people who may struggle at the beginning are transformed by the end of the week, gaining increased confidence and maturity.

Here is important information to help you prepare your cadet for success:

- **Drop Off.** Drop-off will be on Sunday, 21 July between 9:00am and Noon at Cromwell Hall (building 14). Park in lot 10 (highlighted in green) and enter the building on 4th Street (please see the attached campus map). Use the address N 4th St, Terre Haute, IN 47809. Cadets must report in their ABU uniform. You may stay with your cadet through check-in.
- **Graduation and Pick Up.** The graduation parade will take place on Saturday, 27 July at 10:45 a.m. at the field marked with a red rectangle on the attached campus map bounded by 3rd Street, 4th Street and Chestnut. Please park in Lot 14 on 4th Street (highlighted in green). There is limited handicap parking across from the field where Building 27 is located (highlighted in dark blue). Please note that you will not be able to enter Chestnut Street between 10:35 and 10:45 to allow for cadet movement to the parade field. You may also park in Lot 10 (highlighted in green).
 - After graduation, cadets will be released to their parents. This process may take a few minutes, so please be patient while we complete this process.
- **Pick up by a Non-Parent/Non-Guardian.** Your cadet will only be released to one of the people listed on their initial application form. If there is any change from who you initially listed for cadet pick-up, then email that information to encampment@inwg.cap.gov. Make sure the pick-up person has an ID. If the cadet drives themselves, this step is not required. However, if they traveled with their squadron, carpooled, etc., this step is mandatory!
- **Encampment Emergency Contact.** If you need to reach the encampment in an emergency, please text or call Major Kathy Howard at 773-503-3892. You can also reach us by email at encampment@inwg.cap.gov.

- **Home Emergency Contact.** Each cadet is expected to have the [CAP Form 161, Emergency Contact Form](#) on their person at all times. If there is an emergency at Encampment involving your cadets, we will call you at the number listed on this form.
- **No Cell Phone or IT Access.** To limit distractions, cadet students are not authorized phones, tablets, computers, smart watches or any internet access. Do not allow them to bring these items.
- **Mail.** A virtual mail service is available for family and friends, and messages sent to cadets will be presented during Encampment. You can send emails to your cadet by sending them to encampment@inwg.cap.gov Please include your cadet's name in the subject line.
- **Cadet Driving.** Cadets driving themselves to encampment must turn in their car keys. This ensures full accountability and safety during the week.
- **Packing List.** A packing list was emailed to all applicants and each student's home squadron commander. It is also available [here](#)
- **Laundry.** Laundry service is not available, so please follow the packing list to ensure they have sufficient clothing for the week. The packing list directs bringing a mesh laundry bag, which can be purchased at many stores or Amazon. Please make sure the bag is clearly marked with your cadet's full name.
- **Forbidden Items (Contraband).** The packing list details items not allowed at encampment. Bags will be checked, and any contraband will be given to you or secured and returned later.

We look forward to a great week as nearly 200 young people and adult leaders come together for this important event! If you have any questions, please do reach out by email to encampment@inwg.cap.gov. For more information on photos, cadet cadre, FAQs, etc., please visit our website [here](#).

Semper Vigilans!

Respectfully,

1st Lt David Vachon, CAP
Commandant of Cadets