



IOWA DISTRICT ROYAL RANGERS

SPRING POW WOW

MAY 17-19, 2007



Colossians 2:3 – “. . . Know the mystery of God, namely, Christ, in whom are hidden all the treasures of wisdom and knowledge.”

Iowa Ministries Network Assemblies of God – Royal Rangers

Where: **At the Iowa District Campground, Sunstream Retreat Center, Ogden, IA**

Who: **Pow Wow is open to ALL Discovery, Adventure, Expedition Rangers and Commanders.**

When: **Thursday, Friday and Saturday, May 17 to 19, 2007**
Registration opens at 12:00 noon on Thursday, May 17th.

Cost: **\$13.00/person (Chartered Outposts)**
\$15.00/person (Non-Chartered)
Please make checks payable to: IOWA DISTRICT ROYAL RANGERS

Theme: **Hidden Treasures –**
Colossians 2:3 “. . . Know the mystery of God, namely, Christ, in whom are hidden all the treasures of wisdom and knowledge ”



Know your Bible and drive off the enemy!

These are the verses that every boy must know:

- ✦ John 3:16
- ✦ Romans 3:23
- ✦ Romans 6:23
- ✦ 1 John 1:9
- ✦ Revelation 3:20
- ✦ John 1:12

All verses taken from the NIV translation

John 3:16: "For God so loved the world that he gave his one and only Son, that whoever believes in him shall not perish but have eternal life.

Romans 3:23: "For all have sinned and fall short of the glory of God"

Romans 6:23: "For the wages of sin is death, but the gift of God is eternal life in Christ Jesus our Lord"

1 John 1:9: "If we confess our sins, he is faithful and just and will forgive us our sins and purify us from all unrighteousness"

Revelation 3:20: "Here I am! I stand at the door and knock. If anyone hears my voice and opens the door, I will come in and eat with him, and he with me"

John 1:12: "Yet to all who received him, to those who believed in his name, he gave the right to become children of God"

BEWARE OF THE MARAUDING PIRATES ! – THEY WILL TRY AND ROB YOU OF THE COIN TOKENS YOU EARN WHILE HUNTING FOR HIDDEN TREASURE! RESIST THEM BY KNOWING THESE VERSES!

Bits 'n Pieces Page

Boys will have fun camping and learning camp skills with their Commanders. Boys will have time to cook meals, build campcrafts and just have lots of fun in their campsites.

WITH THE EXCITING THEME OF "HIDDEN TREASURES", MEN AND BOYS ARE ENCOURAGED TO BRING A COSTUME TO WEAR. IT CAN BE A SAILOR'S, A SHIP CAPTAIN, PIRATE, MARITIME, HIGH SEAS, ETC.

Watch Out for the marauding **POW WOW PIRATE** during the activities time! He may ambush patrols and demand a toll from the coins earned on the treasure hunt! But they will be safe if they can spout the Bible verses they need to know. The Pirate cannot defeat the Bible. Make sure each boy in your outpost learns all 6 of the verses! If you lose a coin, you may have to redo an activity and delay your route to the treasure.

THERE WILL BE A SNACK GALLEY (STORE) WHERE BOYS CAN BUY SNACKS AND WHATEVER.

BRING AN OUTPOST FLAG TO IDENTIFY YOUR GROUP. MAKE A GOOD ONE THAT YOU CAN ATTACH CAMPSITE AWARD STREAMERS TO.

DON'T FORGET YOUR COMPASS FOR THE TREASURE HUNT. YOU'LL NEED ONE PER PATROL TO FIND YOUR WAY TO "TREASURE ISLAND". EXPEDITION RANGERS WILL DO AN INDIVIDUAL HUNT SO THEY WILL EACH NEED A COMPASS. BOYS ARE ALL HUNTING AT THE SAME TIME SO MAKE SURE YOU HAVE ENOUGH COMPASSES. THE SILVA TYPES ARE THE BEST FOR BOYS.

Come to POW WOW on Thursday. don't miss any part of it. It will take special effort to get there on Thursday. Leaders may need to take a vacation day from work, and boys may need to get permission for a day off school. So plan ahead. It'll be worth it to attend the entire POW WOW. There is a service planned for Thursday evening. Friday's events are great fun!! Do the whole thing.

Don't let rain spoil your POW WOW. Come prepared.

The raingutter Regatta is a new competition. Boat materials will be provided, but bring cutting tools, colored permanent markers and decorations to make them look good. There are prizes for windjammer's speed races and a bunch for looks.

If you have camping gear to sell or trade, bring it along. Someone or another outpost may need your extras. There will be a trading dock area for you "buck-an'ears"



2007 SPRING POW WOW SCHEDULE

THURSDAY, May 17, 2007

12:00 noon Registration opens (Please register sometime shortly after you arrive at camp)

NOTE: Reminder: **PLEASE** do not drive vehicles into the Council Fire area during scheduled Pow Wow Assemblies

8:00 pm F.C.F. Candidates report to the F.C.F. Village
9:00 pm Evening Assembly (**EVERYONE MUST ATTEND**)
11:00 pm Bedtime (*All Quiet*)

FRIDAY, May 18, 2007

6:30 am Reveille
7:00 am Breakfast
9:00 am Devotions and Announcements (*everyone should attend @ Council Fire area*)
9:30 am Raingutter Regatta (*build and race boats*)
12:00 noon Lunch (*at your campsite*)
1:00 pm “**ACTIVITY TIME**” and/or Free time
3:30 pm East vs. West Tug-O-War
4:00 pm All activities end
5:00 pm Supper (*at your own Campsite*)
8:30 pm Personnel Inspection (*Line up at the Council Fire entrance*)
9:00 pm Council Fire (**EVERYONE MUST ATTEND**)
11:00 pm Bedtime (*All Quiet*)

SATURDAY, May 19, 2007

6:30 am Reveille
7:00 am Breakfast
9:00 am ● Devotions and Announcements (*everyone should attend @ Council Fire area*)
● “**Treasure Hunt**” begins IMMEDIATELY after Devotions
● Campsite inspection Begins
Expedition Rangers only – Paintball Games following the Treasure Hunt
12:00 noon Lunch
1:30 pm Award ceremony and dismissal

NOTE: ALL TIMES AND ACTIVITIES ARE SUBJECT TO CHANGE. ANNOUNCEMENTS WILL BE MADE DURING THE DAY IF CHANGES OCCUR.

POW WOW RULES

1. **WRITTEN PERMISSION:** Each Outpost should have a written permission slip for each boy, signed by the boy's parent or guardian and including any important medical information and emergency phone numbers for the boy. The Outpost Commander should keep these on file in the campsite. There is a sample in the packet; or the electronic copy can be tailored to outpost needs.
2. **VISITORS:** There are no overnight facilities for visitors at Pow Wow. Families and friends may visit Pow Wow during daily activities if they check in with a District staff person. Only Royal Rangers and male leaders may participate in Pow Wow activities.
3. **VEHICLES:** Vehicles are allowed in areas adjacent to campsites for unloading and loading only. They must be moved to a designated parking area as soon as possible to clear area for others to unload. Vehicles should not return to the campsite area until after the Awards Ceremony on Saturday. An emergency vehicle will be near the Pow Wow headquarters. ***NO VEHICLE SHOULD ENTER THE ASSEMBLY AREA DURING THE COUNCIL FIRE SERVICE! PLEASE KEEP VEHICLES ON ROADWAYS OR THEY MAY GET STUCK!***
4. **GROUP CONTROL:** Outpost Commanders are responsible for the behavior, whereabouts, and discipline of their boys in the campsite and all times.
5. **COUNCIL FIRE PARTICIPATION:** ***ALL ROYAL RANGERS (MEN/BOYS)*** must attend the council fires. No one should be in the campsites during council fires.
6. **WOOD CUTTING:** Firewood can be gathered on the campgrounds. There is plenty of dead wood. Live trees should not be cut except for clearing a campsite.
7. **FIRST AID:** Each outpost should have a first aid kit in the campsite in a visible and convenient location.
8. **CAMPFIRES:** Each Outpost may have a properly prepared and maintained campfire (according to The Adventures In Camping Handbook). A fire attendant must be present any time there is a campfire burning. Fire buckets should be located near the campfire. Campfires must be extinguished during evening assemblies.
9. **POWER EQUIPMENT:** Power equipment (chain saws, mowers, weed trimmers) are not allowed in campsites after opening registration. This includes gas or electric powered tools. (Power tools are not necessary to maintain campsites; let's keep them safe for the boys!)
10. **GARBAGE:** Each campsite should provide a suitable garbage container. Garbage may be deposited in the camp dumpsters upon leaving.
11. **KNIVES AND AXES:** Only boys that have had special instruction should be allowed to use sharp tools in the campsite. Outpost Commanders should regulate this. Tool racks are recommended for each campsite to properly store tools. Sharp edges must be covered or protected while not in use.
12. **CAMPCRAFT:** Campcrafts should be lashed with twine or rope. Do not put nails in trees or campcraft items left at the camp. Temporary campsite furniture and campcraft may be brought or lashed while at Pow Wow. The Camp is not responsible for anything left in the campsite after Pow Wow.
13. **CAMP BREAK-UP:** Outposts may begin loading after the Awards Ceremony on Saturday. Every Outpost should attend the final assembly.
14. **CAMPSITE AWARDS** may be downgraded for violating Rules 5, 8, and 9.

IMPORTANT INFORMATION



CAMPSITE ASSIGNMENTS: Each Outpost should use its assigned campsite from previous Pow Wows. If your Outpost does not have a campsite assignment, one will be assigned upon registration. If your Outpost has missed two or more Pow Wows, your campsite may be reassigned; Please check in at the Headquarters **PRIOR** to setting up camp.

EQUIPMENT: Each Outpost provides its own camping equipment: tents, lanterns, sleeping bags, cooking gear, food, water containers, ice, towels, toilet tissue, etc. Campsites are not modern, however running water is nearby. Check the [Adventures in Camping Handbook](#) for ideas and necessary items.

MEALS: Each Outpost furnishes its own meals. Organize your time so that meals can fit into the schedule. Meals can be simple and easy to prepare. It is recommended that boys do the cooking with supervision. Outposts may invite guests to meals if they desire (other rangers or staff).

SCHEDULE: The Pow Wow schedule will be adhered to as closely as possible. Outposts should be on time for assemblies and activities. Announcements will be made during the day of any schedule changes.

LATRINES: The Campground has outhouses at central locations. Outposts should instruct boys where these are. Teach boys to use the latrine and to be considerate of neighbors!

POW WOW HEADQUARTERS: The headquarters cabin will be manned for registration, information, displays and emergencies.

RAIN: Yes, it sometimes rains on our Pow Wow. Rain can dampen equipment and clothes but don't let it dampen the Ranger spirit. (Praise God in all things). If it rains, activities may be adjusted but we will remember our motto "READY". Campsite Awards will be judged according to the circumstances. Bring rain gear and protection. (If we assume it will rain and are prepared, Pow Wow will be a success!)

SPECIAL NOTE TO LEADERS:

Commanders will be requested to assist in activities if needed. Instructions and supplies will be provided.

TRADING POST: There will be an area designated for use by Outposts or individuals for a trading post to buy, sell or trade anything of interest to Rangers (i.e. campcrafts, camp gear, etc.). The Trading Post is informal and will be off limits during assembly times.

POW WOW STORE: There will be a store where snacks and perhaps other items can be purchased.

POW WOW PATCH: Each person will receive a fine embroidered cloth patch to remember the occasion. Patches become collector's items and are often traded or sold at later Royal Ranger's events.

MAILINGS: If you wish to be on the Royal Ranger Mailing List, send your name and address and email address to Wayne Farrand, District Commander, 4713 Western Hills Drive, West Des Moines, IA 50265 (email to: durant31@mchsi.com)

PLEASE let us know if your address changes.

POW WOW
2007

OUTPOST POW WOW BANNER

Each Outpost should make an OUTPOST FLAG and bring it to be carried to Pow Wow assemblies. (Make these banners at home and bring them to the Pow Wow)

The Banner can include the Outpost number and the theme for Pow Wow; "Hidden Treasures"; Or it can be a permanent Outpost flag.

SPECIAL PRIZES TO BE AWARDED!!
HONORS WILL BE GIVEN TO THE OUTPOST FLAGS JUDGED THE BEST

Frontiersmen Camping Fellowship



- ✳ **F.C.F. CALL-OUT** will be held at this Spring Pow Wow. Candidates who applied and have been notified should report to the F.C.F. Village at 8:00 p.m. Thursday, May 17. You will spend Thursday night and Friday morning in the village for the "Frontier Adventure" (away from your Outpost).
- ✳ All F.C.F. members are invited to stop by the village anytime during the Pow Wow for a visit. We will also be having a communion service with our new candidates following the Friday night Council Fire services – all members welcome.
- ✳ Boys may also visit when the "open house" sign is out and they are not busy with activities.

Expedition Rangers Paintball

Expedition Rangers (only) will have opportunity to participate in Paintball Games when they complete the Treasure Hunt on Saturday morning. In order to do so, they should bring this slip signed by a parent indicating they have permission to do so. Bring this slip to Pow Wow.

_____ has my permission to participate in supervised paintball games on May 19, 2007, at the Iowa District Royal Ranger Pow Wow. I understand he will receive special instruction and safety equipment will be provided.

_____ (parent or guardian)

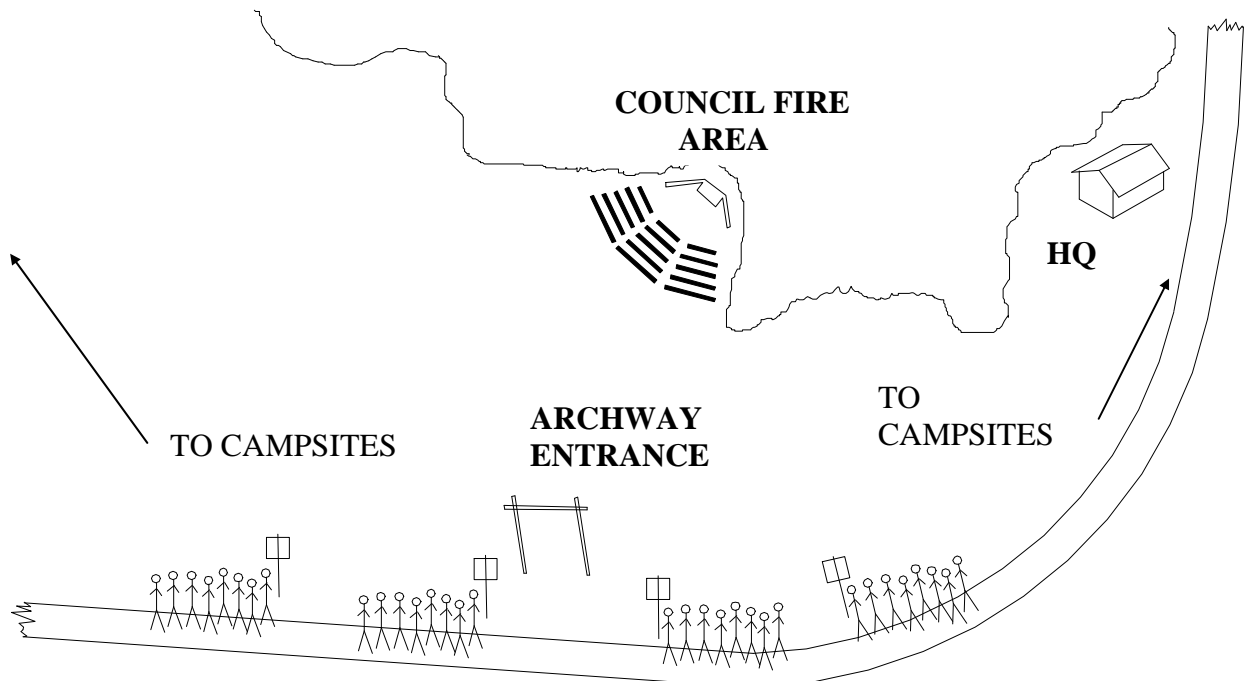
CAMPSITE AWARDS

Each Outpost will have the opportunity to compete for a Campsite Award. The purpose of the Campsite Award is to provide incentive for each Outpost to work together for a safe and comfortable camp. Campsites will be inspected and scored according to the Campsite Award Inspection sheet. The Campsite Award Inspection includes an inspection of the Outpost Personnel at the Friday evening Council Fire entrance. All Outposts will be able to earn a Gold, Silver or Bronze campsite award. Campsite awards will be streamers that can be attached to the outpost flag

READ THIS TO PREPARE FOR A GOOD CAMPSITE AWARD INSPECTION:

PERSONNEL INSPECTION (Friday, May 18, 2007, 8:30 p.m.)

- Outposts will be inspected as they arrive at the Council Fire on Friday evening. Each Outpost should line up on the road behind the previous group to arrive to the right or the left of the archway entrance. You will be signaled when to proceed through the archway to the Council Fire.
- The Senior Guide should lead the Outpost through the Archway entrance carrying the outpost flag, with Commanders following at the rear. The Senior Guide should present his Outpost to the Judge positioned at the Archway entrance. The Senior Guide should salute the Judge and introduce his Outpost by number, Church, and City. The Senior Guide should also present the Campsite Award Inspection Sheet to the Judge (the top of the form should be filled out).
- The Outpost may sound off as they proceed to the Council Fire Area (unless they get instructions to do otherwise). Carry your Outpost Pow Wow Banner and be ready to sing your song or yell your yell if you desire. Small Outposts should proceed in single file; larger Outpost may use two columns. You will be directed where to sit at the Council Fire Area.
- Uniforms or costumes will be part of the Personnel Inspection. Please attempt to have each member of your Outpost in some type of matching dress (i.e. everyone in a class "B" uniform or everyone in a RR T-shirt, etc.) Even if you don't have matching uniforms you are encouraged to participate. Costumes adding to the nautical, maritime or pirate theme are encouraged as a uniform alternate or mixed with uniforms.



CAMPSITE INSPECTION

(Saturday, May 19, 2007, during the Treasure Hunt, beginning at 9:30 a.m.)

- Each Outpost will have the opportunity earn a Campsite Award for this Pow Wow
- No need to put everything away. We understand you are using your campsite. Don't fix it up just for the judges, do it for your outpost and before the last minute.
- See the Campsite judging sheet for details.



DETAILS OF CAMPSITE INSPECTION

1. Outpost must have an up-to-date charter.
2. Campsites must be identified with the Outpost number, Church name and City.
3. Campsites should be laid out efficiently and with one area relating to another. (Tents away from campfires, chopping area sectioned off for safety and out of the way, kitchen area clean and neat, etc.)
4. Campsites should be clean with no unnatural materials lying about.
5. Garbage must be in a closed container. A garbage can with a lid is ideal, but the next best thing is a garbage bag that is closed or covered.
6. A "Dishwater Disposal area" should be built according to The Adventures in Camping Handbook.
7. First Aid equipment should be visible immediately upon entering the campsite.
8. Fire buckets should be red or labeled. Placed within ten feet of the campfire. They may contain water or earth/sand. It is recommended that at least one fire bucket contain water (half full so a boy can carry it).
9. Some tools must be displayed in the campsite with safety in mind when doing so.
10. Fuels should be in properly marked containers and stored away from the fire.
11. Lashing on campcraft items should be properly done and should have been done or re-done during the current Pow Wow.
12. Tents should be spaced evenly in a line or some type of order, doors and windows arranged alike; gear inside orderly, sleeping bags rolled or unrolled, all alike.
13. Cooking gear in order. Food properly stored off of the ground and covered or in containers, inaccessible to varmints and insects.
14. Fire area properly arranged. Firewood stacked at a safe distance from fire.
15. Natural material is O.K.; mowing is not necessary.
16. Duty roster and menu posted.
17. Each outpost may erect a U.S. flag and/or a Royal Rangers Flag in their campsite. U.S. flags made of weather-resistant materials may be flown in the rain.

Should there be any questions on the above items, judging will be done on the basis of what is presented in The Adventures In Camping Handbook.

CAMP INSPECTION SHEET

Outpost No. _____

Church _____ City _____

Does your Outpost have an up-to-date Charter? Yes No

Lack of a current Charter will limit Outpost Campsite award to Bronze level.

(remaining portion to be filled out by campsite award judges.)

The purpose of the Camp inspection is to encourage safety and comfort. A safe divider or fence between campsites, lashed campcraft projects, latrine directions, etc, are encouraged for safety and comfort. Campsite awards will be based on the numbered items in the following personnel and campsite inspections.

A Bronze, Silver, or Gold Campsite Award will be determined by the Total Points scored.
 GOLD = 33 points or more with no numbered categories blank;
 SILVER = 20 to 32 points;
 BRONZE = 12 to 19 points
 Note: Gold is the equivalent of getting 3 checks for the majority of the items (7) and 2 checks on the rest (6)

I. Personnel inspection – check each box that applies **TOTAL CHECKS**

- | | | | | |
|--|---|---|--|---|
| 1. Presentation at Friday Council Fire Service | <input type="checkbox"/> On Time | <input type="checkbox"/> Carrying Outpost Flag | <input type="checkbox"/> Good Group Col | <input style="width: 40px; height: 30px;" type="checkbox"/> |
| 2. Uniforms (based on majority of boys at Friday Service) | <input type="checkbox"/> Hats, caps or T-Shirts alike | <input type="checkbox"/> Khaki Shirt or Awards Vest | <input type="checkbox"/> Some Maritime Costumes | <input style="width: 40px; height: 30px;" type="checkbox"/> |
| 3. Participation | <input type="checkbox"/> Camped Thurs night | <input type="checkbox"/> Camped Fri. nights | <input type="checkbox"/> Friday participation | <input style="width: 40px; height: 30px;" type="checkbox"/> |
| 4. Leadership | <input type="checkbox"/> Adult leaders only | <input type="checkbox"/> Boy Senior guide | <input type="checkbox"/> Patrol Guides with Patrol flags | <input style="width: 40px; height: 30px;" type="checkbox"/> |

II. Campsite Inspection – check as many as apply

- | | | | | |
|-----------------------------------|--|--|--|---|
| 5. Campsite Identification | <input type="checkbox"/> I.D. Sign – O.P. # - City | <input type="checkbox"/> I.D. Displayed in a Walk thru entry | <input type="checkbox"/> Unique/attractive sign and entry | <input style="width: 40px; height: 30px;" type="checkbox"/> |
| 6. Camp Safety | <input type="checkbox"/> First Aid Kit visible | <input type="checkbox"/> Fire Ring correct and useful | <input type="checkbox"/> Fire buckets filled with earth, sand or water | <input style="width: 40px; height: 30px;" type="checkbox"/> |

7. **Cleanliness**
 Closed garbage can or bag No papers or plastic on ground Wash stand for handwashing

8. **Kitchen Area**
 Proper dishwater Food stored safely Cooking area neat/clean

9. **Camp Tools** Displayed/ Protected (e.g. axe, hatchet, shovels, rake, saws, etc)
 At least 3 tools displayed & clean At least 3 tools, sharp edges protected Tools on a Lashed tool rack

10. **Woodcutting Area**
 Roped off or Boys' toolcraft safety cards or list of boys qualified in a waterproof cover Firewood stacked neatly

11. **Displayed in Camp**
 US and RR Flags menu in water proof display Duty roster in water proof display.

12. **Sleeping Area**
 Tents set up properly with ground cloths 2 or more tents, in alignment. Tents open/uniform Neat inside

13. **Campcraft** – 1 to 3 lashed campcraft items with 2 or more different lashes
 One lashed item One more lashed item One more item

ADDITIONS for Judge's Discretion – for demonstrating outstanding attitudes, Workmanship, or originality on items 1 to 13 (0 to 3 points)

DEDUCTIONS for rule violations (Rules No. 5, 8 & 9) -----DEDUCT

TOTAL CAMPSITE POINTS \longrightarrow

Campsite rating:

33 points or over & no blanks in # 1-13 = GOLD
 20 to 32 points = SILVER
 12 to 19 points = BRONZE

ACTIVITIES

Raingutter Regatta

Friday Morning

At the Raingutter Regatta boys will build their own sailing boats and compete in races. This will be similar to the Pinewood Derby, except in a canal with sailboats. Supplies will be provided to build the boats on-site, such as Styrofoam, sails, and masts. Outposts should bring along some permanent markers to decorate your boats. Each Outpost should also bring a coping saw or two for shaping the hull. Wind power is supplied by boys blowing on the sails. You can do some research on the internet on how to make your boats go fast. Keep in mind the hull of our boats will be made from Styrofoam. There will be awards for speed and various categories of design.



Activity Trail

Friday Afternoon

Many different activities will be included in the activity trail, including a BB Gun shoot, archery shoot, and an east versus west tug of war contest, rope making.

Treasure Hunt

Saturday Morning



The treasure hunt will be a competition of 5 man patrols for the Discovery and Adventure Rangers and an individual competition for the Expedition Rangers. Complete instructions for the Treasure Hunt will be given at Pow Wow. Please bring a compass for each patrol in your group, as well as a compass for each individual Expedition Ranger (Silva type compass is recommended).

There will be a limited amount of compasses to borrow. Boys will be completing requirements to find the buried treasure all at the same time.

The topics that will be covered in the Treasure Hunt include:

- distance and height estimation,
- compass and map reading,
- toolcraft,
- teamwork,
- knots and lashing, and
- most importantly knowing the Bible verses.

Each and every boy needs to know the verses in order for their group to do well in the Treasure Hunt. Knowing your Bible will keep the Pirate from stealing from you!

The verses that must be known:

- | | |
|-------------|-----------------|
| John 3:16 | 1 John 1:9 |
| Romans 3:23 | Revelation 3:20 |
| Romans 6:23 | John 1:12 |

EXPEDITION RANGERS can participate in **Paintball games** following the Treasure hunt. They should have a permission slip signed by a parent.

**IOWA DISTRICT
ROYAL RANGERS
POW-WOW**



WHEN: May 17th to 19th, 2007
WHERE: IOWA DISTRICT CAMPGROUND (Near Ogden, IA)
TIME: WE WILL LEAVE THE CHURCH AT _____
WHO: ALL RANGERS, (ages 3rd grade and older).

COST: _____ (includes registration, patch, meals, transportation)

PERSONAL EQUIPMENT TO BRING:

- | | |
|---|------------------|
| SLEEPING BAG | UNIFORM |
| ROYAL RANGERS T-SHIRT | RAINGEAR |
| MESS KIT (plate, bowl, cup, knife, fork, spoon) | TOILETRIES |
| FLASHLIGHT (with extra batteries) | INSECT REPELLENT |
| HEAVY WORK SHOES OR BOOTS | TOWEL |
| EXTRA CLOTHES AND JACKET (as necessary) | |

OPTIONAL EQUIPMENT:

- | | |
|------------------------|-------------------------------------|
| SUNBURN LOTION | SUNGLASSES |
| PILLOW | CAMERA AND FILM |
| AIR MATTRESS/ FOAM PAD | SPENDING MONEY (few \$\$ is enough) |

**WE WILL ARRIVE HOME ON SATURDAY MAY 19th AT APPROXIMATELY _____ p.m.
 AND BOYS CAN BE PICKED-UP AT THE CHURCH.**

DEADLINE TO REGISTER WILL BE _____

If You Have Any Question Contact _____

*****DETACH AND RETURN *****

**PERMISSION SLIP
 ROYAL RANGERS OUTPOST _____**

_____ has my permission to participate in the Iowa District Royal Rangers Pow Wow on May 17-19th. Should He require any emergency medical treatment you have my approval to administer treatment as required.

_____ (parent or guardian)
 _____ (phone) _____ (date)

Please note any special instructions (medical, allergies, etc.)