



**Guidelines for all Participants at the August 1 - 2, 2015
Encampment at the Sackets Harbor Battlefield State Historic Site** revised 2-27-15

1. A “**participant**” is defined as anyone taking part in event activities in any role beyond that of a member of the visiting public. All participants must complete a **NYS Parks Volunteer Agreement Form** and the **Parks Model’s Release Form**.
2. All activities involving any participants must conform to the policies and procedures, found in the “**Black Powder Procedures** for Organizations Using N.Y. State Parks Facilities”
 - “Procedures for the Use of Opposed-sides **Tactical Weapons Demonstrations** at NYS Historic Sites and State Parks” and “Policy on Military Interpretation.”
 - “**Acknowledgement of Receipt**” must be completed by each participant. All participants are required to fully abide by these written procedures and policies.
3. For their own safety and that of others, participants must comply with all **procedures and regulations** stipulated in New York State Office of Parks, Recreation, and Historic Preservation’s “Safety Manual for Black Powder and Edged Weapons Use at State Historic Sites.” For example:
 - a) All musket blank cartridges are to contain no more than 100 grains of ffg grade black powder.
 - b) In New York State, for any pistol that is able to be fired and is in proximity of any components necessary for it to be fired, the pistol and the pistol owner must be registered in New York State and always in the possession of only the licensee.
4. For every **campfire and brazier**, participants are required to use the fire plates provided. Fires may only be built in designated areas. All fires must be attended at all times.
5. **Trash bags** are provided. Participants may, by 9:00 a.m. daily, leave filled trash bags in the designated locations and again upon departure Sunday.
6. **Candles** should be securely set inside closed lanterns. Do not leave open flames or coals inside tents. Lanterns must not be near flammables. Smoking in tents is prohibited.
7. **Straw** is available for bedding inside tents.
8. **Water taps are** outside at the Hall House and Lieutenant’s House. These are to be used as a water source only. Do not wash your body, dishes, pots or musket there.
9. While on the historic site property, participants are urged to remain dressed in **replica period clothing** throughout the weekend. No anachronisms (including cigarettes) are allowed to be visible on participants while in view of the public.
10. Military discipline and common **courtesy** should be shown by all participants. All participants are expected to follow orders of officers placed over them. Please treat visitors with consideration, courtesy, and respect.
11. **Swimming is not permitted** at the Sackets Battlefield Historic Site property.
12. At this event, participants are **not allowed to have pets**.

13. Participants with **children** along must have their children under their observation at all times.
14. Pot-hunting and the **use of metal detectors is ILLEGAL** on this site.
15. All participants are responsible for the security of their own **property**.
16. A unit commanders' and **event officers' meetings** will be held on Saturday and Sunday. The commanding or senior officer of every unit present will attend these daily meetings. If no officer is present, a noncommissioned officer or some other member of the unit must attend. The purpose of the officers meetings is to coordinate the operations of military participants, review emergency procedures, and address problems and concerns.
17. All questions or concerns regarding **authenticity** should be brought to the attention of the appropriate commander.
18. Event participants are not authorized to raise or lower flags on site **flagpoles** without permission from the historic site manager.
19. The loading or **firing** of small arms and artillery will take place only in designated areas and only in pre-arranged demonstrations, supervised by appointed safety inspectors.
20. In consideration of fellow participants, **quiet** will be enforced in camp after 11:00 p.m. Please report any violation to the camp commander.
21. Excessive consumption of **alcohol** is dangerous and can bring serious consequences. In the interest of everyone's safety and well-being, participants who have been consuming alcohol must not be permitted to turn out under arms, use sharp tools, or drive a motor vehicle. Alcohol may not be consumed while the site is open to the public. The legal drinking age in N.Y. State is 21. No consumption of alcohol by minors is permitted on site property.
22. Participants at the event are cautioned to drink plenty of **water**. If at any time any participant begins to feel ill, speak up; ask for help. An employee or volunteer will be present on the field, to call for medical assistance if needed.
23. **Safety inspectors** are authorized to rule on all questions involving the safety of event participants and visitors. Each unit, whether infantry, artillery, mounted or naval, must undergo inspections before it can participate in each day's tactical demonstration. Each unit must appear for inspection at the specified times and places with its arms, accoutrements, ammunition, and all other equipment that will be brought onto the tactical demonstration. Inspectors may, if they wish, conduct personal inspections of any unit or equipment. Inspected arms that are found to be unfit for service may not be used or carried in the tactical demonstration.
24. The commander of naval forces will conduct inspections and direct the operations of all **water vessels** participating in encampment-related activities on Lake Ontario during this event. All naval personnel will be expected to follow their commander's orders and instructions.
25. **Check in** Wednesday, Thursday and Friday at the Lieutenant's House, at the end of Main St. from 9am to 5pm; and Saturday at the Barn off Hill St. Participants must sign-in before setting up.

26. Do not leave vehicles in unloading zones. Keep roads open for emergency vehicles. After unloading, move to the designated **parking** area. Vehicles may return to camps after the demonstrations Sunday afternoon.
27. A **quartermaster** will mark out and supervise the encampments. The quartermaster will show participants where to find straw, wood, water, and the portable toilets/sinks areas.
28. Camp fire wood, water, straw, portable toilets & sinks, fire-plates, and garbage bags are **provided by the sponsor**. **Bagged ice and bottled water** will be distributed. Portable toilets and sinks at each end of the encampment fields will include one unit for individuals with disabilities.
29. **Photographers** (videographers, still-photographers, and film crews) whose work will be used for commercial purposes must obtain the necessary written permission before the encampment. During tacticals photographers must remain in designated areas.
30. **Sutlers** are required to register in advance. Sutlers are responsible for security of their property; do not block roadways during set-up and tear-down. Merchandise must be appropriate to the period and comply with state and federal laws.
31. For health and safety, please **do not go barefoot**.
32. **Services** such as restaurants, accommodations, groceries, hospital, etc. may be located prior to your visit through the Sackets Harbor Village web site www.sacketsharborny.com Watertown is approximately 8 miles east.
33. **Food** vendors will be on site Saturday. The Saturday evening picnic supper is provided by The Battlefield Alliance, Inc. Free bagged ice will be delivered several times a day by site staff.
34. The Barn is the **emergency** station. The all-volunteer ambulance service at the fire department is reached at 911. Please notify Safety Officers also!
35. Participant's self-contained **camping with mobile homes/travel trailers/non-period tents** is provided across the street at the Town's Public Safety building, corner Hill & Washington Sts. No electricity, water/sewer hook up. Camping is available at Westcott & Southwick Beach State Parks and private campgrounds with toilet buildings, showers and swimming beaches. No modern campers or non-period tents are to be set up in the "1812 period" US, Crown Forces, Sutlers, Militia (or non-regulated) Camps.
36. **Touring the Site's Navy Yard buildings** Saturday 9am to 5pm and Sunday 9am to 3pm free of charge to registered participants. The Site's gift shop and gallery are located in the Yard.
37. **US-Canada border crossing:** <http://www.dhs.gov/files/crossingborders/travelers.shtm>