



DAY CAMP CHANGE OF STATUS FORM

Please complete this form for any changes to your original registration—forward to the day camp registrar/office manager

Camper's Name _____ Date _____

Parent's Name _____

Phone (h) _____ (w) _____ (c) _____

Please note that we require a two week notice if adding or cancelling weeks.

PLEASE ADD

Session Date _____ (Camp Name) _____ Select Days M T W R F

Session Date _____ (Camp Name) _____ Select Days M T W R F

Session Date _____ (Camp Name) _____ Select Days M T W R F

Reason _____

A \$25 deposit for each new session will be auto deducted upon receipt. The balance will be auto deducted according to your payment schedule. Additions made within three weeks or less of the camp start date, payment will be auto deducted in full from the account on file. A confirmation will be sent by return mail.

PLEASE CANCEL

Session Date _____ (Camp Name) _____ Select Days M T W R F

Session Date _____ (Camp Name) _____ Select Days M T W R F

Session Date _____ (Camp Name) _____ Select Days M T W R F

Reason _____

Please be reminded that your \$25 deposit for each session cancelled is not transferable and the registration fee of \$30 is non-refundable. Transfers are allowed based on availability. Cancellations with less than a two week notice will forfeit the entire fee of camp.

SCHEDULE CHANGES

Session Date _____ (Camp Name) _____ **From** M T W R F **To** M T W R F

Session Date _____ (Camp Name) _____ **From** M T W R F **To** M T W R F

Schedule changes for Teen Trip camp are not permitted.

Late Pick Up Policy: We assess a \$15 late charge for 15 minutes beyond the end of the camp day, with an additional \$5 charged per every five minute segment thereafter. Date: _____ Time: _____ Total Due: \$ _____

Parent Signature _____ Date _____

Office Use Only

Rec'd _____ Posted _____ Conf _____