



Late Pick-Up Policy for Day Camps

Late pick-up policy

Campers may be dropped off at camp ***no earlier than 8:55 a.m. and picked up promptly by 4:30 p.m.***

The Late Pick-up applies to the 4:30 p.m. pick-up times:

- a) First time and less than 15 minutes late – no charge
- b) 15 – 30 minutes late – \$10.00
- c) 30 – over an hour late – \$25.00 (2nd time or continuous)

Parents/Guardians will be billed and payment must be cleared before the child can return to camp. If you are late, a counselor will ask you to sign a sheet stating the time you arrived. You will be contacted by the Administrator if payment is required.

Changes, Cancellations and Refunds

All changes and cancellations must be done in writing. All cancellations are subject to a \$25 administrative fee.

Cancellations received more than 2 weeks prior to the start of a session will be subject to the \$25 administrative fee only.

Cancellations received less than two weeks prior to the start of a session will be subject to a fifty percent (50%) cancellation fee (+ a \$25 administrative fee) if the spot cannot be filled from the waitlist.

Cancellations received the week of camp (or no-shows) will incur a 100% cancellation fee.

Changes will be accommodated (at no charge) as long as there is availability in the week(s) you have requested. If your change request cannot be accommodated and you have to cancel your registration, the above cancellation fees will apply.

Parent/Guardian Signature: _____ Date: _____