



Summer Camp Change ELEMENTARY Form

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Note: If adding summer camps only please do not use this form. Additions are completed on a new Summer Camp Enrollment Form. This form is only for cancelations and cancelations/exchanges.

Name of Child: _____ DOB: _____

Name of Guardian: _____ Phone Number: _____

STEP 1.

- Cancelation Only:** Complete Step 2 below ONLY
- Cancelation & Exchanging for a DIFFERENT Week:** Complete Step 2 and Step 3

STEP 2.

Cancelation of Camp Week(s): Please note the deadline listed below. Each form submitted to the office will be assessed a fee of \$10.00. (There is no Cancelation after the deadline & original camps must be paid in full.)

- **Session 1 Deadline:** April 9, 2021
- **Session 2 Deadline:** May 7, 2021
- **Session 3 Deadline:** June 11, 2021

Mark the Week(s) to Cancel Below:

<u>Session I</u>	<u>Session II</u>	<u>Session III</u>
<input type="checkbox"/> Week 1: June 1 – June 4	<input type="checkbox"/> Week 5: June 28 – July 2	<input type="checkbox"/> Week 9: July 26 – July 30
<input type="checkbox"/> Week 2: June 7 – June 11	<input type="checkbox"/> Week 6: July 5 – July 9	<input type="checkbox"/> Week 10: Aug 2 – Aug 6
<input type="checkbox"/> Week 3: June 14 – June 18	<input type="checkbox"/> Week 7: July 12 – July 16	
<input type="checkbox"/> Week 4: June 21 – June 25	<input type="checkbox"/> Week 8: July 19 – July 23	

STEP 3.

Mark the Week to EXCHANGE: (Do not complete if Canceling Only) Exchanges are permitted before and after the deadline. A \$10 fee is assessed each time a form is submitted to the office.

Mark Each Week as: = Half-Day (9:00 am – 1:00 pm) or = (Full-Day 7:30am – 4:00 pm)

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Initial: _____ I understand that I am enrolling in the above camp(s) as identified in Step 3. I understand if I cancel later I must do so by the deadlines listed above in Step 1. I agree to the terms and conditions on the front and back of the Summer Enrollment Agreement form already on file with the office.

Signature: _____ **Date:** _____

Following Section for Office Use Only: Date Form Received: _____ Accepted By: _____

Was Deadline Met: Yes No Commets: _____

Fee Charged: \$10 Change Fee **Discount for Exchanged Wk(s):** 5% 2nd Child 10% 3rd Child 5% Multi-Week

Change Completion: Entered in QB Entered in HM Attendance