

Registration Information

ACCEPTANCE INFORMATION AND POLICIES

1. Former campers, siblings, alumni children, and Vermont & New Hampshire residents have the option of early registration until **January 1**. These campers will be registered immediately, in the order in which the registration form and fees are received, **providing spaces exist**. The registration forms and appropriate fees **must be received**, NOT POSTMARKED, by January 1.
2. After January 1, all remaining spaces will be made available to both former and new campers on a first-come, first-serve basis.
3. Please give your 3 choices of sessions in order of preference.

REGISTRATION FORM

A parent/guardian must neatly complete this form. Each camper must have a separate registration form. Please print clearly so we can read all the information and be sure to fill in all the blanks. We need both a date of birth AND the grade just completed for each camper in order to make proper cabin assignments. It is imperative that you read, sign, and date the registration form before mailing.

REGISTRATION FEES AND DEPOSIT

Tuition deposit is \$500.00 per two week session and must accompany every child's registration form. The tuition deposit is nonrefundable once your child has been registered. Please note that there will be no exceptions. The tuition deposit will be returned to you if a spot is not available for your child. Reservations cannot be held without correct payment.

**All monies are to be remitted in U.S. Funds.
TELEPHONE AND EMAIL RESERVATIONS CANNOT BE ACCEPTED.**

CANCELLATION POLICY

It may be necessary for a parent to cancel a camper's registration after tuition has been paid. In case of cancellation, refunds will be made on the following basis:

1. There will be a partial refund of tuition less the tuition deposit (\$500 per session) if: WRITTEN notification of cancellation is received at least ONE MONTH before the start of the session the camper is to attend; OR, a written notification from a doctor certifying illness or accident.
2. In ALL other cases there shall be NO REFUND of tuition unless the camp is able to fill the vacancy.
3. In all cases, the tuition deposit will not be returned.

ARRIVAL AND DEPARTURE TIMES

Check in time is on Sundays, 1:30 - 4:00 pm. On registration days, early arrival (10:00 - 11:30am) is designed to accommodate those families that are traveling a great distance, and wish to return home before night fall. Therefore, Camp Billings will only accept early arrivals from families that are traveling more than 200 miles to camp. Requests for early arrival registration MUST be submitted to camp (not the registrar) in writing or via email at campbillings@gmail.com after June 15, and must be received at least 72 hours in advance. While Camp Billings would like to be able to meet the needs of all our families, our nursing staff can only process a minimum number of families during the early registration process. Our standard registration hours are 1:30 - 4:00 pm. Thank you for your consideration. The office will be closed 11:30 am to 1:30 pm.

Check out time is on Saturdays 1:30 - 4:00 pm. If this is a problem please contact the office at least three (3) days in advance.

HEALTH FORMS

In an effort to make registration more efficient, we have moved our medical portal from CampDocs to CampBrain. We have been using CampBrain internally as our registration database for over 15 years. This year, we have updated our subscription to include a medical portal. This is great news for our medical staff and office staff alike. The process for you should be about the same as it was with CampDocs. Once you have registered your child, we will email you a link to follow in order to complete your child's medical history. **All health history and medical information will need to be completed before June 1st, 2018**

CAMPERS WITH SPECIFIC NEEDS

Camp Billings and their staff are neither trained nor equipped to handle children with moderate to severe physical, emotional, or educational needs. In order to provide the best possible experience for your child and for all the other members of our camp family, we require that all special considerations be brought to the attention of, and discussed with, our Camp Director prior to a child registering for a camp session.

CABIN ASSIGNMENTS

All cabin assignments are made by age and grade level. We encourage campers to attend without concern for hometown friends. We find that being in a cabin with friends from home can sometimes strain relationships, prevent other cabin friendships from forming easily and undermine a camper's ability to learn to live and get along well with new people. One of the greatest benefits of overnight camp is making new friends from different places. Encourage this openness and flexibility to ensure your camper's healthy adjustment and great camp experience.

Cabin requests are not routinely accepted at Camp Billings. Only first time campers may request a bunkmate, and the request must be mutual. Requests are not guaranteed, so please be prepared to be gracious if we cannot accommodate your request. Bunkmate requests for returning campers are not considered. . Cabin placements are carefully and thoughtfully made to create cabins that consider the welfare of both the individual as well as the entire cabin group. Parents' support of their child's cabin placement is directly related to their camper's positive adjustment to camp. Thank you for your support. Cabin assignments will not be changed on registration day.

OTHER EXPENSES

Each camper needs about \$25.00 spending money for each two weeks. A small charge is made for camp photos, camp store items and van transportation if being picked up from public transportation. All campers coming for more than two weeks will also need money for laundry. A separate check should be left to cover these expenses on the day of arrival.

LAUNDRY

Laundry goes to a service every two weeks. Clothing must be in a marked laundry bag with all clothing inside marked with the camper's name. There is NO laundry for campers staying two weeks. Camp will assume no responsibility for lost or damaged clothing.

TIME TO UNPLUG

Camp Billings is technology-free! No portable electronic devices of any kind are allowed at camp. This includes computers, cell phones, portable games, iPads, iPods or similar MP3 players. Any of these items brought to camp will be collected and kept in the camp office for the duration of the camper's stay. Camp Billings will not be responsible for any valuables that are lost or stolen. Please leave all valuables and electronics at home. Cameras are totally fine as long as they are not Wifi enabled!

ACCREDITATION Camp Billings has been registered and inspected by the American Camping Association (ACA) and declared fully approved as a member.