



CAMP BILLINGS

OFFICE OF CAMP REGISTRAR
TELEPHONE: 802-333-4317
WINTER 717-627-7475

Dear Camp Families:

Thank you for your interest in Camp Billings. In our 111th year, we are proud of our outstanding reputation of providing children with memories that last a lifetime. We are excited that you will be applying for admission this summer. Please read the enclosed information carefully. We have clarified several of our registration policies below in order to make the process less confusing and more efficient for everyone.

Each season, our tuition rate is determined by our board of directors, and every effort is made to keep our rates as low as possible. For summer 2017, the cost for a two-week session at Camp Billings will be \$1,460. Please note that we have eliminated the registration fee. We have also incorporated all costs for trips, crafts, water-skiing and other special activities into our tuition so there will be no separate charge for these items. We do recommend that each camper brings \$25 spending money for each two week session. This will cover camp photos, cabin parties and camp store items. All campers coming for more than two weeks will also need money for laundry. My consolidating the activity and registration fees into our tuition, we are simplifying the registration process for our camp families, office staff and counselors who run programs that have had to bill campers in the past.

The tuition deposit that must accompany your registration form is **\$500** per session and is applicable toward camp tuition. The tuition deposit is **nonrefundable** once your child has been registered. We will make no exceptions to this policy. We want to be able to accommodate as many children as possible, and it is only fair to give these parents and children adequate notice.

Because of Camp Billings' fantastic fidelity from longtime alumni families, we will continue to allow former campers, siblings, alumni children, and Vermont/New Hampshire residents to have the option of early registration **until February 1, 2017**. These campers will be registered immediately, in the order in which the registration form and deposit are received, **PROVIDING SPACES EXIST**. After February 1, all remaining spaces will be made available to both former and new campers on a first-come, first-served basis. In order to improve your chances of attending Camp Billings, please include your second and third choices for sessions on your registration form.

Once again this summer, in our continuous efforts to provide the best possible care to our campers and staff, Camp Billings will be partnering with CampDoc.com. CampDoc.com is an electronic health record system for camps and will help us consolidate and integrate camper health information into a centralized and secure location. This system will give our nurses instant access to camper health information which is a key component in providing quality patient care. The security, confidentiality and privacy of your camper's personal health information will always be protected. Only Camp Billings' health staff will have access to camper health information, and the CampDoc.com site is secure, encrypted and password protected. You will receive a "Welcome E-mail" from CampDoc.com with information about how to complete your camper's health information once your child is registered.

If at any time you would like further information, or have any questions and concerns, please contact us or visit our website at www.campbillings.org.

Sincerely,

Jay and Wendy Lance

ON LAKE FAIRLEE • 1452, ROUTE 244



FAIRLEE, VERMONT 05045-9620

MEMBER AMERICAN CAMPING ASSOCIATION

JAY AND WENDY LANCE – REGISTRARS
223 WEST WOODS DRIVE • LITITZ, PA 17543
registrar@campbillings.org jwlance6@gmail.com



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CAMP BILLINGS

DATES, RATES AND GENERAL INFORMATION - Year 2017

The Camp Billings Board of Directors
is pleased to announce the dates and rates for our 111th season.
Camp Billings will again run a co-educational camp season divided into
four two-week sessions.

SESSION 1: June 25 - July 8

SESSION 3: July 23 - August 5

SESSION 2: July 9 - July 22

SESSION 4: August 6 - August 19

Campers may register for 2, 4, 6, or 8 weeks.

TUITION INFORMATION

Tuition is \$1,460 for each two week session. Tuition deposit is \$500.00 per camper per session. **The tuition balance (\$960 per session) is due by April 30, 2017. The registration form must be completed in full and signed and dated.** Once your child is registered the tuition deposit is nonrefundable. If camp is full and a spot does not open up for your child, your original check will be returned.

Regardless of your child's session at camp, **the tuition balance must be received by April 30, 2017** and should be mailed to the address below. Failure to do this will result in your camper's cancellation and allow us to accept another camper for replacement.

TELEPHONE, EMAIL AND FAX RESERVATIONS CANNOT BE ACCEPTED.

All monies must be remitted in U.S. funds. We do not accept credit card payments.

REGISTRATION ADDRESS:

Please mail to:

**Jay and Wendy Lance
Camp Billings Registrars
223 West Woods Drive
Lititz, PA 17543**

ON LAKE FAIRLEE • 1452, ROUTE 244



FAIRLEE, VERMONT 05045-9620

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CAMP BILLINGS

2017 Camper Registration Form

Camper Name _____ Home Phone _____
Address _____ Gender Male Female
City/Town _____ State _____ Zip _____ New Camper Yes No
Date of Birth ____ / ____ / ____ (month/day/year) School grade completed in June 2017 _____ Age in June 2017 _____
Alumni information or other notes _____

Parent name _____
Address (if different) _____

Email _____
Telephone numbers:
Home _____
Work _____
Cell _____

Parent name _____
Address (if different) _____

Email _____
Telephone numbers:
Home _____
Work _____
Cell _____

Emergency contact information (other than parent):

Name _____ Telephone number _____

Non-refundable deposit (\$500 per session) is required with registration. Please make all checks payable to: Camp Billings.

Tuition for 2-week session: \$1,460 (\$500 deposit/camper per session). Balance (\$960) is due by 4/30/17.

Please register my child for the following sessions(s):

1st choice: Session number(s) and dates _____

2nd choice: Session number(s) and dates _____

Policy of Admission

All tuition is due by April 30. The Board of Directors reserves the right to change the rates if economic conditions warrant. Parents will be given at least thirty days notice. Should the child be withdrawn for this reason, a refund of all tuition payments will be made. It is agreed that camp fees will be paid in full and in advance according to camp rules unless otherwise arranged with the registrar. The tuition deposit, required with this form, is non-refundable. In the case of any early departure, including for reasons of homesickness, no refund will be made. Parental cancellation of a child's registration must occur at least 1 month prior to the child's arrival at camp in order to allow time to fill the vacancy. Refunds will be made in accordance with camp rules.

I authorize Camp Billings to have and use all photographs, slides or videotapes of this camper as may be needed for public relations. I understand the camp reserves the right to reject any application and to dismiss any camper if necessary for the good of the camp. I agree that this camper will have a physical exam and a medical form completed by a physician. I hereby give permission for camper to participate in all camp activities and programs including out-of-camp supervised trips by camp's van or otherwise insured transportation and water-skiing when qualified. I certify that my son or daughter is amendable to discipline and free from habits or attitudes which would make him/her an undesirable camper. I have studied fees, refund and cancellation policy, schedules, bunk-in policy and rules and understand the contents thereof. This application has my consent and approval.

Signature of parent or guardian _____ Date _____

PLEASE RETURN TO CAMP BILLINGS REGISTRARS
JAY AND WENDY LANCE, 223 WEST WOODS DRIVE, LITITZ, PENNSYLVANIA 17543
EMAIL jwlance6@gmail.com or registrar@campbillings.org

ACCEPTANCE INFORMATION AND POLICIES

1. Former campers, siblings, alumni children, and Vermont & New Hampshire residents have the option of early registration until **February 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 February 1.
2. After February 1, all remaining spaces will be made available to both former and new campers on a first-come, first-serve basis.
3. Please give a 1st and 2nd choice of sessions.

REGISTRATION FORM

A parent 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, EMAIL AND FAX 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 fax 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 - 4:00pm. 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

Beginning this summer, in our continuous efforts to provide the best possible care to our campers and staff, Camp Billings will be partnering with CampDoc.com. CampDoc.com is an electronic health record system for camps and will help us consolidate and integrate camper health information into a centralized and secure location. The security, confidentiality and privacy of your camper's personal health information will always be protected. The CampDoc.com site is secure, encrypted and password

protected. You will receive a “Welcome E-mail” from CampDoc.com with information about how to complete your camper’s health information once your child is registered.

CAMPERS WITH SPECIAL 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.

CAMP AND TENT ASSIGNMENTS

All cabin and tent 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. Bunkmate requests for returning campers are not considered. Requests are not guaranteed so please be prepared to be gracious if we cannot accommodate your request. 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.

Parents may request that certain campers NOT be placed together. Please make us aware of your specific circumstances so that we may honor your request.

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.

MISCELLANEOUS

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.

ACCREDITATION

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