

Winter:  
11046 N. Pusch Ridge View Pl.  
Tucson, AZ. 85737  
(520) 477-7531  
FAX: (520) 615-7771  
*Between 9am and 9pm MST please.*



Summer:  
P.O. Box 1188  
Woodruff, WI. 54568  
(715) 356-6022  
FAX: (715) 356-7599

## **Enrollment Information and Policies**

To enroll a camper at Camp Timberlane, please go to our website at [www.camptimberlane.com](http://www.camptimberlane.com), and apply online. A deposit is required to hold a spot at camp. Your deposit may be made by check or by credit card, as explained on the site.

Our space is held for campers whose application forms are completed with fees paid on schedule. Applications are accepted on a first-come, first-served basis per age group. In the event an age group becomes full, we will implement a waiting list for that age group. Campers will be placed on the waiting list upon receipt of their completed application and deposit. Waiting list deposits are refunded in full at any time if we are unable to confirm enrollment, or at the request of the parents or legal guardians.

## **Deposits, Cancellation and Enrollment Changes, Miscellaneous Policies**

### **Prior to the Camping Season:**

- Camp Timberlane reserves the right to deny enrollment or cancel enrollment of any camper whose conflicting summer plans prevent him from attending the full term of the session for which he has registered. Deposit refunds will be subject to cancellation date restrictions. Families who provide notice of such conflicts after the summer has begun may incur an additional fee.
- Camp Timberlane requires that all campers receive all vaccinations that would be required of their public school system in the district of their primary residence. Parents/Guardians must provide verification of immunization history.

### **Paying for Camp:**

- Payment for camp will be done in up to 4 separate installments. If application is made after an installment date, the deposit to hold a spot at camp will be equal to the total amount of installments already due at that point. If a camper's account is not up to date with required payments, that camper's spot will not be held or reserved, and may be forfeited. Payments may be made by check or credit card. Credit card payments will incur an added transaction fee.

### **Application:**

- A \$1250.00 deposit must accompany Camper and PA applications within 10 days of application.
- A \$500.00 deposit must accompany all CIT applications. Deposits for CITs are immediately NON-REFUNDABLE.

### **November 15<sup>th</sup>:**

- Deposits for campers are fully refundable if we receive notice of cancellation on or before November 15<sup>th</sup>. All deposits made thereafter are non-refundable.
- Changes from Full Season (8-week) to 4-week enrollment must be made prior to November 15<sup>th</sup>. Changes made thereafter will be treated as a 4-week cancellation, and will be assessed a surcharge of \$1250.00.

### **January 15<sup>th</sup>:**

- Second deposit of \$1250.00 is due. All deposits are non-refundable.

### **March 15<sup>th</sup>:**

- Third deposit of \$1250.00 is due. All deposits are non-refundable.

### **May 15<sup>th</sup>:**

- Balance per invoice is due.

### **During the Camping Season:**

- Tuition will not be pro-rated for campers arriving late, leaving early, or departing temporarily during the summer.
- In the event a camper must leave camp early for a reason Camp Timberlane considers to be unavoidable (illness, family emergency, etc.), a portion of the unused tuition may be refunded at the Directors' sole discretion.
- Camp Timberlane reserves the right to dismiss, without tuition refund and at the Directors' sole discretion, any camper whose behavior is deemed harmful to himself or the camp community.
- Camp Timberlane is not responsible for the loss or damage of campers' personal property. Parents may be responsible for damage to the property of others occasioned by their child's intentional acts.
- Parental authorization is assumed for the use of photographs and videos of campers in Camp Timberlane's promotional literature and materials, videos, etc. and for the publication of camper names and email addresses on password protected pages on the camp website.
- Parental authorization is assumed for campers to leave camp for trips and camp events with authorized staff members or for social visits with other camp parents visiting during the summer.
- Packages sent to campers at camp must conform to the camp's package policy.
- Campers must comply with the camp's electronics policies.

## 2018 Dates and Tuition

<b>Full Season</b>	June 18 <sup>th</sup> – August 10 <sup>th</sup>	Camper	\$9600 per camper	(Brothers are \$9400 per camper)
		PA	\$9500 per PA	(Brothers are \$9300 per PA)
<b>CITs</b>	June 10 <sup>th</sup> – August 10 <sup>th</sup>	CIT	\$3000 per CIT	(Brothers are \$2900 per CIT)
<b>Four Week Sessions</b>	1 <sup>st</sup> : June 18 <sup>th</sup> – July 14 <sup>th</sup>	Camper	\$5600 per camper	(Brothers are \$5500 per camper)
	2 <sup>nd</sup> : July 15 <sup>th</sup> – August 10 <sup>th</sup>	PA	\$5500 per PA	(Brothers are \$5400 per PA)

## Other Fees and Options

Spending Money Account ( <i>required</i> )	\$70 per session *
PA Spending Money Account ( <i>required</i> )	\$160 per session
CIT Spending Money Account ( <i>required</i> )	\$450 per summer
Reserve Fund ( <i>required</i> )	\$60 per session
Charter Bus Transportation from Chicago or Milwaukee ( <i>see "transportation" below</i> )	\$280 round trip, \$140 one way ☺☹
Charter Bus Transportation from Minneapolis ( <i>see "transportation" below</i> )	\$150 round trip, \$75 one way ☺
Memory Book ( <i>optional</i> )	\$55 per camper ☺

\* \$10 of spending money will be added to campers' accounts if they are flying en route to camp to provide spending cash for use at the airport on the trip home.

☺ These fees are subject to moderate change prior to the start of the camp season based on market influences. If you wish to decline the Memory Book, you must do so before June 1<sup>st</sup> as books are ordered in advance.

☹ CITs who utilize camp van transportation service to camp will be charged \$50 for the trip to camp, and one-way fare for bus return to Minneapolis, Milwaukee or Chicago.

**SPENDING MONEY:** Spending Money is only used for out-of-camp events such as Cruiser Day trips to the water slide park. No cash is ever needed while in camp. PAs and CITs require additional spending money for "time-off".

**RESERVE FUND:** Applies to purchases such as postage stamps, shampoo, etc. Also applies to charges in activities such as Rocketry, Arts & Crafts, Golf green fees, etc.

**LAUNDRY:** All campers are **REQUIRED** to have 1 Camp Timberlane laundry bag to help identify campers' clothing when it returns from the laundry service. The laundry service may levy extra charges for laundry weighing in excess of 16 pounds.

**LATE PAYMENTS:** Late payments shall be subject to interest charges at the rate of 1.5% per month. You agree that all disputes arising or relating to this contract will be venued in Tucson, Arizona, and decided in accordance with Arizona law.

**TRANSPORTATION:** Campers fly to camp on flights booked by our selected travel agents. Our agents may secure group rates and coordinate our many different cities. We cannot guarantee transportation between airports and camp for campers who do not book travel arrangements through our agents. Chicago and Milwaukee area campers will travel to camp on chartered bus. **Withdrawal from bus travel within 1 week of travel days will still incur full bus fares. Additions to bus travel after the camp season begins cannot be guaranteed a seat on the bus.**

**AIRLINE BAGGAGE CHARGE:** If the airline charges for baggage, we will include a charge to cover that fee for the return trip.

**FLIGHT CHAPERONE CHARGE:** For large camper groups flying to camp, we may, at our discretion, provide a staff member chaperone on the flight. This fee will cover the staff member's airfare, and will be less than Unaccompanied Minor Fees.

**CANCELATION INSURANCE:** Available as protection in the event an illness or injury, loss of job, relocation, or other specified causes prevent a camper from attending camp. Insurance provides a refund of non-refundable fees paid. Insurance must be purchased at the time of enrollment

**Cabin Placement:** Remember, camp is a place for friends, NEW and old! Please make note of the following:

1. Although we will gladly consider requests made for cabin mates, **WE MAKE NO GUARANTEES!** Careful consideration is given to group and individual personalities, geographical diversity, length of stay, and prior experience at camp as well as cabin requests. Individualized weekly schedules and daily free periods afford constant opportunities for campers to spend time with new friends or old who are living in different cabin groups.
2. There are two opportunities to make cabin requests; on the **Camper Application Form** and on the **Camper Information Form** in the Spring. Requests made in the Spring will be regarded as addendums to those made on the application form.
3. Campers who make more than one request are more likely to have a request honored than campers who make only one request.
4. Please do not assume that requests from prior summers will be carried forward. Renew requests each summer.
5. **Requests NOT to be with other campers are strongly discouraged since kids' behavior at camp is often very different from their behavior at home, and because kids can change & mature so dramatically from one summer to the next. We ask our parents to "take a deep breath," and trust us and your kids to create a fun, safe, and harmonious cabin environment. We cannot guarantee "disrequests." Thank you.**
6. Cabin requests made after May 15<sup>th</sup> will not be included in the cabin placement process.
7. Cabin groups will not be disclosed prior to the campers' arrival at camp. Please don't ask before then. Thank you.