

Camp Allegheny Registration Policies

COMPLETING REGISTRATION

Camp Allegheny takes registrations on a first come, first served basis. Space for individual events and individual weeks is limited. Registration is complete and a spot in an event is held once Camp Allegheny has received:

- A completed registration form, either online or in the mail
AND EITHER
- The required non-refundable deposit
OR
- Written confirmation (if registering before June 1st) from a local church or agency that the organization intends to cover the entire cost of the event.

REGISTRATION RESTRICTIONS

Camp Allegheny provides multiple events for boys and girls between 6 and 17 years of age. While Camp Allegheny does not discriminate based on age or gender, specific events have specific age and, sometimes, gender limitations. Camp Allegheny may reject registrations based on age and gender requirements of an event.

To be a welcoming and safe place for as many campers as possible, Camp Allegheny reserves the right to reject registrations for campers whose presence may present a significant risk of emotional, psychological, or physical harm to other campers and staff.

Camp Allegheny is an equal opportunity provider. (full disclaimer- www.campallegheny.org/usda-disclaimer)

PAYMENTS AND DEADLINES

NON-REFUNDABLE DEPOSITS

A deposit is due at the time of registration and is required for registration to be complete. This deposit is non-refundable and will be forfeit in the event of a cancellation for any reason. The amount of the deposit is:

- \$100 with registrations prior to June 1st.
- The full cost of an event is required after June 1st.

A spot is held and a registration is valid once a deposit is received. If a church or agency is paying the full cost of camp for your camper, please contact the camp directly after submitting your online registration form.

HOW TO MAKE PAYMENTS

Payments can be made via check or Money Order made out to Camp Allegheny and sent to:

Camp Allegheny, 100 Camp Allegheny Dr., Stoystown, PA 15563

Alternatively, payments can be made online using a credit/ debit card in your Camp Brain Account.

FINANCIAL ASSISTANCE

Camp Allegheny staff and board of directors are committed that EVERY child should have the opportunity to come to camp. We have financial assistance that we can provide for those in need as well as partnering with parents and churches to relieve the financial burden a camp experience would place on some families.

A Financial Assistance application can be found on the Summer Forms page of the Camp Allegheny website (www.campallegheny.org/summer-forms). This form must be completed and submitted to Camp Allegheny with all supporting documentation to be considered for assistance. Assistance is limited. It will be awarded on a case by case basis and awards are considered in the order in which applications and supporting documents are received.

If a camper is not registered, including deposit, within 10 days of Camp Allegheny awarding assistance, the entire award will be forfeit and the family must reapply.

Camp Allegheny is grateful to the churches, individuals, and families who donate to the campership fund to make this financial assistance possible!

PAYMENT DEADLINE

Registration fees must be paid in full by June 1st. Any registration with outstanding fees at this time will be assessed a \$25 late payment fee. Registrations after June 1st must be paid in full upon registration.

CANCELLATION AND EVENT TRANSFERS

Cancellations made by campers/ camper families need to be in writing and sent to camp by mail or e-mail from a parent or legal guardian. In the event of a **cancellation prior to June 1st**, a refund of the amount already paid less the non-refundable deposit will be given to the parties who provided payment.

There will be no refunds after June 1st **except with a medical excuse**. Camp Allegheny must be notified ASAP in the event of an accident or illness prior to camp. To receive a refund (minus the \$100 deposit) Camp Allegheny must receive a written request AND a written statement from the child's doctor within a week of the event's start date.

REFUNDS

If an event cancellation qualifies for a refund (see above), refunds of fees paid less the \$100 non-refundable deposit will be given to the parties who provided payment. **In the event that multiple parties have paid** for a single registration, refunds will be provided first to churches, agencies, and organizations; then to non-family benefactors; and then to the families of the cancelling party.

EVENT TRANSFER

If you find you need to change your event after registering you will be assessed a \$25.00 event transfer fee. Campers must meet appropriate age and gender requirements for the event they wish to attend and all changes are subject to availability.

REFUNDS DUE TO EVENT CANCELLATION

If Camp Allegheny has to cancel an event for any reason, participants will be able to transfer to another event of equal length without any additional fee, may make their paid fees a tax-deductible donation to Camp Allegheny, or may receive a full refund of their fees, including any deposit.