

Winter:  
6202 N. Camino Almonte  
Tucson, AZ. 85718  
(520) 615-7770  
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



[www.camptimberlane.com](http://www.camptimberlane.com)



## 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 using your credit card. If you prefer, you may also pay by check, as explained on the site. Deposit by credit card or check is required to hold a spot at camp.

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 he has registered for. 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.

#### Application:

- A \$1000.00 deposit must accompany Camper and PA applications. Payment may be made by check or credit card.
- A \$500.00 deposit must accompany all CIT applications. Deposits for CITs are immediately NON-REFUNDABLE.

#### December 1<sup>st</sup>:

- Deposits for campers are fully refundable if we receive notice of cancellation on or before December 1<sup>st</sup>.
- Changes from Full Season (8-week) to 4-week enrollment must be made prior to December 1<sup>st</sup>. Changes made thereafter will be treated as a 4-week cancellation, and will be assessed a surcharge of \$1000.00.

#### March 1<sup>st</sup>:

- Second deposit of \$1000.00 is due. Payment may be made by check or credit card.

#### April 1<sup>st</sup>:

- Initial and second deposits are non-refundable in the event of a cancellation after this date.

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

- Balance per invoice is due. **Payment may be made by check or credit card.** Refunds are unavailable for cancellations after this date unless determined to be unavoidable in the Camp's sole discretion.

#### Credit Card Payments:

- Credit card payments can only be made online via Google Checkout. Any credit card payments will be assessed an "Internet Transaction Fee," which is currently 2.25%, though subject to change.

#### 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 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 will not bring electronic communications devices (cell phones), electronic games, or video iPods to camp.

*(Please read reverse side for dates, fees, and other important information.)*

## 2012 Dates and Tuition

<b>Full Season</b>	June 18 <sup>th</sup> – August 10 <sup>th</sup>	Camper	\$8150 per camper	(Brothers are \$7950 per camper)
		PA	\$8050 per PA	(Brothers are \$7850 per PA)
<b>CITs</b>	June 11 <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	\$4800 per camper	(Brothers are \$4700 per camper)
	2 <sup>nd</sup> : July 15 <sup>th</sup> – August 10 <sup>th</sup>	PA	\$4700 per PA	(Brothers are \$4600 per PA)

## Other Fees and Options

Spending Money Account ( <i>required</i> )	\$65 per session *
PA Spending Money Account ( <i>required</i> )	\$160 per session
CIT Spending Money Account ( <i>required</i> )	\$400 per summer
Reserve Fund ( <i>required</i> )	\$60 per session
Charter Bus Transportation from Chicago or Milwaukee ( <i>see "transportation" below</i> )	\$250 round trip, \$125 one way ☉ 9
Charter Bus Transportation from Minneapolis ( <i>see "transportation" below</i> )	\$125 round trip, \$65 one way ☉
Memory Book ( <i>optional</i> )	\$50 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.

9 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 may be subject to interest charges at the maximum legal rate. Any legal action that may be required to enforce this contract will take place within the venue of the State of Wisconsin, Milwaukee County.

**TRANSPORTATION:** Campers fly to camp on flights booked by our selected travel agents. Our agents 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 within 2 weeks of travel days 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.

**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 cabin 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.