

# Summer 2010 Group Hold Registration Form (Please Print Clearly)



**Thank you for your interest in participating in one of our exciting programs at Sky Ranch. Please complete the form below to get your registration started. Let us know if you have questions. The following information is provided to help you understand our registration and refund policies.**

**Group Deposits:** A deposit of 1/3 the camp fee per person is required at the time of registration. The deposit is non-refundable, except in case of medical emergency. A \$25 handling fee is kept if a camper must cancel for one of these reasons. Written notification from a health care provider is required. It is important to estimate your registration carefully. You must place a nonrefundable deposit for each registration spot. The deposits of non-filled spots may not be transferred to cover the camp fees of other registrants. You may later increase the size of your group by sending additional deposits, so start with the spots you know you will fill.

**Remaining Balance:** We must receive your full remaining balance three weeks prior to your arrival at camp. Any balance due not paid by this deadline may incur a 10% late fee and the reservation may be cancelled and released for other groups.

**Discounts:** Sky Ranch offers a sibling discount of \$15 per family member in the same household. One adult attends free when a congregation brings 10 or more youth at the time of the event.

**Financial Aid:** We think it is important that every kid should have the opportunity to come to camp. Scholarships are available for those who may not be able to afford part or all of tuition. Go to our website for more information.

**Medical Forms and Information:** All participants must have a complete physical within the 24 months prior to coming to camp. Each individual will need to fill out and have a doctor signed immunization and medication information. These forms will be sent to you starting March 15th and will need to be returned to camp at least three weeks prior to arrival.

**Late Registrations:** To facilitate delivery of pre-camp information to campers in a timely manner, and to help us monitor gender distribution, a surcharge of 15% will be added to the camp fee for each registration or substitution received after April 15. Please note that this applies to additional participants or substitutions.

**Closing dates:** Registration for sessions will close three weeks prior to the event. If the minimum is not met at that time, the event will be cancelled and registered participants will be notified. Programs may fill early and will be closed upon meeting their maximum. If an event you choose is full, we will place you on the waitlist or you may register for a second choice. For those on the waitlist, if a spot opens, you will be notified by phone and asked to pay at that time.

**Sponsors:** While it is not required for a group to have a sponsor, we love it when adults can be a part of the youth's faith experience. Sponsors must register under the same terms as a participating youth.

**Background Screening:** Groups are responsible for performing a background check on adult sponsors attending from your congregation. Resources: Congregations insurance company or <http://www.elca.org/Growing-In-Faith/Vocation/Rostered-Leadership/Leadership-Support/Background-Checks.aspx>.

**Things to Remember:** *You are not fully registered until we receive your deposit.*

<b>Church</b> _____	<b>Email</b> _____
<b>Name</b> _____	<b>Cell Phone</b> (    ) _____
<b>Address</b> _____	
<b>City</b> _____	<b>State</b> _____ <b>Zip</b> _____
<b>Home Phone</b> (    ) _____	<b>Day Phone</b> (    ) _____

As the group contact listed on this form, I agree to send final payment and forms to the camp **three weeks prior to attendance**, and to notify the camp if there are any special needs that pertain to my group. I agree to be responsible for performing a background check on adult sponsors attending from our congregation. I understand the policies and programs of Sky Ranch and have read and accept the registration and refund policies. I understand that if any of my participant's behavior or conduct does not adhere to Sky Ranch guidelines or threatens the safety of other campers, said participant may be dismissed from camp, whereas I am responsible for transportation, with no refund of camp tuition. If paying by credit card my signature below authorizes my charge.

**Signature of Group Contact**

Please provide this form with **deposit** to **Sky Ranch, 805 S Shields St, Fort Collins, CO 80521.**

Lutheran Ranches of the Rockies operates its programs and activities under permit in the Roosevelt National Forest and the Rocky Mountain National Park. Rules for acceptance and participation in the programs of Lutheran Ranches of the Rockies are the same for all, regardless of race, color, national origin, sex, age or handicap. If you believe you have been discriminated against, write the Secretary of Agriculture, Washington, DC 20250.

**Method of Payment**

<b>Amount \$</b> _____	<input type="checkbox"/> <b>Visa</b>
<input type="checkbox"/> <b>Check #</b> _____	<input type="checkbox"/> <b>Master Card</b>
<b>Expiration Date</b> ____/____	<input type="checkbox"/> <b>Discover</b>
	<input type="checkbox"/> <b>American Express</b>
<b>Credit Card #:</b> _____	
<b>Name on Card:</b> _____	
<b>Billing Address:</b> _____	

**Program Choice:**

<b>#1</b> _____
Dates _____
# of Holds _____
Amt Pd for each \$ _____
<b>#2</b> _____
Dates _____
# of Holds _____
Amt Pd for each \$ _____
<b>#3</b> _____
Dates _____
# of Holds _____
Amt Pd for each \$ _____
<b>#4</b> _____
Dates _____
# of Holds _____
Amt Pd for each \$ _____

*Deposit due is 1/3 the tuition.*

- Send Information packets as a batch to me.
- Send Information packets directly to participants.