

# Group Registration Timeline

## Three months before your camp session begins

- Last day to cancel without forfeiting your deposit (a \$75 cancellation fee is non-refundable).

## Two weeks before your camp session begins

- Rosters with cabin assignments are due – see below for details
- Health forms are due (for everyone under 18)
- Last day to cancel without owing the camp fees for your entire minimum (unless we are able to register a comparable number of campers)

## During the two weeks before your camp session begins

- Keep us updated about changes within your group—even from cabin to cabin
- Camp will let you know your tentative room assignment(s) and may ask for changes to your cabin assignments depending on camp capacity and housing availability
- Refer to “Check-In Info” to prepare for arrival

## Monday before camp begins

- Absolute deadline for rosters. Groups that do not submit a roster by the end of that day will be subject to a late fee equal to one camper’s registration fee.

## Rosters need to include:

- **Your church name**
- **Your camp session and camp dates**
- **For each camper**
  - First and last names
- **For each staff member**
  - First and last names
  - “Camp names” for your staff (optional)
  - Dietary Restrictions or Allergies (see info to the right)
  - If they are an adult or under 18
  - If their background check is complete
  - If they are staying with campers or staying separately

## Dietary Restrictions and Allergies:

With advance notice, we can provide for each of the following special dietary needs: Gluten Free, Dairy/Lactose Free, Vegetarian/Vegan. (Please note that we can only provide for each of these needs separately, not combinations of them. For example, we cannot provide for someone who is gluten free AND dairy free.)

We do not use nuts or nut products, but are not a “peanut free zone” because of individual peanut butter packets available in the Dining Hall. Upon request, our menu can also be modified to exclude many common allergens.