Boys & Girls Clubs of San Dieguito
Summer Adventure Camps 2024
Refund/Credit Request Form

SUMMER ADVENTURE CAMPS CREDIT/REFUND POLICY: Upon registration, participants assume responsibility for their attendance. Camp days are non-transferrable and cannot be credited towards other Boys & Girls Clubs of San Dieguito programs. All requests must be approved by the Camp Director. We are happy to consider requests based on the following:

CREDITS: Out of respect for campers on wait lists, all requests for camp credits must be submitted in writing at least 5 business days **prior** to the camp start date or first date of Day Camps attendance. One of the following may be requested:

- Transfer to another Specialty Camp week or Day Camps ($10 transfer fee will be applied for each camp transferred). Current camp rates apply. Previous discounts cannot be applied towards additional camps that are being added. *Transfers are subject to availability.
- Credit toward Summer Adventure Camps 2025 season, which expires one year from date of issuance and can be used by a sibling if requested. ($25 cancellation fee will be applied for each full day of camp canceled.)
- Credit requests or transfers will not be accepted after the start of the specific specialty camp or once the first day of Day Camps "package" has been attended.

REFUNDS: After the start of 2024 summer camps season, June 3, 2024, refund requests will only be accepted/reviewed if a camper cannot participate in camp activities due to medical reasons and is excused by a doctor. To submit a refund request, please complete the REFUND/CREDIT REQUEST FORM and submit **along with the written medical excuse from your child's doctor or medical facility stating they are excused from camp participation.** All documents must be emailed to the Camp Office, campoffice@bgcsandieguito.org.

Refund requests must be submitted by email at least 48 hours **prior** to the start of the camp week you are requesting. Upon approval, all refunds will be charged a $25 administrative processing fee per Specialty Camp or Day Camp week refunded. REFUND REQUESTS WILL NOT BE ACCEPTED AFTER AUG. 7 2024.

- If a medical issue arises during the camp week and your camper misses 3 or more days of Camp, a written medical excuse from the Dr. must be submitted to the Camp Office along with REFUND/CREDIT REQUEST FORM no later than 5 days after the end of the specific camp week you are requesting a refund for. A pro-rated credit/refund or transfer to Day Camps may be requested for the 3 or more days missed that week.
- In the event the Boys & Girls Clubs of San Dieguito cancels a Specialty Camp, a credit/refund will be automatically issued depending on your preference.
- Due to vendor agreements certain camps and field trips may not be eligible for credits or refunds.
- All final decisions are subject to Camp Director's approval. (Please allow 5-7 business days for review. You will be contacted by email upon completion of review.)

I have read and understand the Summer Adventure Camps Credit/Refund Policy.

(Please complete form below and attach necessary documents.)

Parent/Guardian First/Last Name (Please print clearly): _____ Date: _____

Parent/Guardian Signature: _____ Email (Please print clearly): _____

REFUND/CREDIT REQUEST: (Please circle one) I am requesting a: REFUND CREDIT *TRANSFER (based on availability)

NAME OF CAMPER (Please print) FIRST: _____ LAST: _____

CAMP: _____ DATE of CAMP: _____

CAMP: _____ DATE of CAMP: _____

Reason for request: _____

_____

_____

*If requesting a Transfer:

TRANSFER TO: NAME of CAMP: _____

DATE of CAMP: _____

TRANSFER TO: NAME of CAMP: _____

DATE of CAMP: _____

OFFICE USE ONLY:

RECEIVED BY: _____ A ☐

DATE RECEIVED: _____ D ☐