



To clarify registration policies, we have defined the intent of the policies and described scenarios to help explain how the policies play out in typical situations.

**Early Registration Deadline** – The last day which a camper or sponsor may register at the reduced rate and be guaranteed a t-shirt. This date is established in order that we can order t-shirts and have numbers on which to base other decisions. **Suggestion:** Make your church's registration deadline early enough to allow you time to get your registration to the camp by the deadline. You may register as early as you like.

**FAQ:** When is my form and deposit due in the office? **ANSWER:** By the close of business on the deadline day. Please do not wait to mail your registration on the deadline as it will not be in the office on time. You need to determine what it takes to get your church's reservations into our office by the deadline and then set your church sign up deadline accordingly. For instance, if our deadline is in on Monday, you will not be able to hold your sign up open through the Sunday before unless you intend to drive your form and deposit to the camp on Monday. If you need to mail your reservations, consider closing your sign up a few days or a week earlier.

Remember:

- If there is no signed form with a corresponding deposit, then a reservation does not exist.
- Events are selling out so you must begin to think about making reservations early to secure places for your church. Most churches know historically how many they bring to camp and can reserve at least a few spaces early, then add more spaces as you see the need. Pass the responsibility on to the kids.

**FAQ:** Can a camper/sponsor register after this deadline? **ANSWER:** YES. Registration is open until the time camp starts at the Late Registration Rate. However, you do need to call to verify space availability before bringing an unregistered person to camp.

**Cancellation Deadline** – The same date as the Early Registration Deadline. Cancellation after this date carries a full price commitment. This date is established so that, in the event of a sold-out camp, we can give group leaders enough time to make alternate plans for their group. This means that we are turning people away, and if you cancel after this time, we may not have anyone to fill the bed and we lose ministry and income opportunity. We are also making financial commitments in preparation for the camp and must be able to recover the costs.

**Deposit** – The dollar amount required to hold a bed space for your group. It is non-refundable and non-transferrable. For Hesperus it does not represent a particular individual, only a bed space.

**FAQ:** My church cannot afford to pay money that far in advance. **ANSWER:** Consider passing the deposit obligation on to the camper as it will encourage ownership and accountability.

**FAQ:** Johnny registered with our church to come to camp, but he cannot attend, and it is after the Cancellation Deadline. Can Bobby come in his place? **ANSWER:** YES. We do not care who is in the bed until the day camp starts. You have simply reserved a bed space. **Exception:** If you reserved a space for a girl and want to replace her with a boy, you need to call the camp first to verify space availability in the boy's cabin (and vice versa).