



# 2023 Summer Camp Change Form

Please use this form for any cancellations, drops, or transfers of camp weeks. If you are just adding camp weeks, please log in to your online registration and do so through the parent portal.

**Things to remember:**

- \$25 registration fee per camper is non-refundable; \$50 deposit per session is non-refundable and will be forfeited for any weeks you drop (may be transferred to an additional session if space allows).
- Full week tuition is non-refundable after May 1 (may be transferred to an additional session if space allows)
- Changes are subject to availability and are not guaranteed.
- Payment for any additional weeks, or session options (extended day) are due in accordance to DCH payment policies.

Please fill out the below form and send to info@dedhamcommunityhouse.org. Once changes are approved you will see the changes reflected in your online portal within 2-3 business days. If your weeks requested are not available or if there are any other questions with your form you will be contacted by a member of our staff.

If you have questions please call 781-329-5740.

**\*\*Please note that no changes can be made over the phone. \*\***

Camper Name: \_\_\_\_\_ Parent Name: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**What sessions would you like to drop?**

Pre-Camp 1 2 3 4 5 6 7 8 9 10

**What sessions are you interested in adding?**

(please note if you are just adding a session you can do so on your parent portal on the online registration. If you are looking to transfer weeks please indicate what week you would like to add below)

Pre-Camp 1 2 3 4 5 6 7 8 9 10

**Are you adding extended day for the sessions you have added? (additional fees apply)**

AM PM

**Dropping just extended day:**

**What sessions would you like to drop extended day? (Please note that this option keeps your child registered for the session and only drops their extended day)**

Pre-Camp 1 2 3 4 5 6 7 8 9 10

**By signing below I understand that this form serves as official written notice for changes to my camper's registration and that I am liable for all payments that result from these changes. I also understand that my \$50 deposit (per week) and \$25 registration fee per child is non-refundable.**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**