

SUMMER CAMP GROUP REGISTRATION GUIDE

GROUP REGISTRATION PROCESS

Lutherhill suggests all groups, no matter what size, register using our Group Registration Form. This helps ensure space is reserved for your happy camper and that your group is housed together.

Step 1: Please complete the enclosed Summer Camp Group Registration Form. Please make sure the gender breakdown is correct for the program and all contact information is up to date.

*Group reservations will not be accepted for LYLE program.

Step 2: Submit the Summer Camp Group Registration Form along with a non-refundable deposit of \$100 per person.

NO SPACE WILL BE HELD WITHOUT CORRESPONDING DEPOSITS.

Step 3: Complete individual registration for every participant.

A. Paper Forms: Individuals may complete registration forms to be submitted electronically or mailed-in. We suggest keeping a copy of each form for your records.

B. Online Registration: Individuals may use Lutherhill's online registration system to register. Your Group Contact will be given a Group Hold ID. Individuals must use this ID to be connected with your group hold.

Each Camper/Sponsor must register individually by March 15th. All spaces not assigned to a camper with a registration form will be released for open registration after March 16th.

Step 4: Submit final Payment. Payment received after May 15th will be charged the full price of camp.

Step 5: Come to camp! We look forward to having you and your group with us for another fun filled, memory making summer. Please contact us with any questions you may have during the registration process.

REGISTER EARLY! - Your group reservation with deposit locks in the lowest rate for your group. Our tiered pricing structure gives the lowest rate before December 15th, with increases on March 15th and May 15th.

PASTOR AND SPONSOR DISCOUNT - We love when caring adults join their happy campers. Pastors and Sponsors can register for the discounted rate of \$350 as long as space is available.

CAMPERSHIPS - We want everyone to experience Lutherhill Ministries. Camperships are available based on need.

REFUND POLICY - The \$100 deposit per camper is non-refundable. However, if you notify Lutherhill by May 15th, of a camper or sponsor cancellation, we may be able to apply that deposit to another account.

CONTACT LUTHERHILL

For all group registration questions including process, camperships and cancellation, contact Michelle Messer, Guest Relations Manager at registration@lutherhill.org or 979-249-3232.



IMPORTANT DATES

October 15

Registration Opens

March 15

All individual forms due to ensure group holds.

May 15

Final Balance Due

June 1

Open Camp Day

Lutherhill is an ACA Accredited Camp.



Why is that important? The American Camp Association® (ACA) is a community of camp professionals who, for nearly 100 years, have joined together to share their knowledge and experience to ensure the quality of camp and youth development programs. As an ACA accredited facility Lutherhill must meet industry-accepted and government-recognized standards. More information is available at www.acacamps.org.