

CHAPEL HILL PARKS AND RECREATION DEPARTMENT

SUMMER CAMP CANCELLATION

If your child cannot attend a session of camp, please let us know as soon as possible so that a child on the waitlist may attend. You may notify the camp director by using the email address below, or use this form and drop it off at one of our facilities, or mail it to our Administrative office:

- Community Center Camp 120 S. Estes Dr. lburrill@townofchapelhill.org
- Hargraves Center Camp 216 N. Roberson St. rjones@townofchapelhill.org
- Teen Camp 179 E. Franklin St. dsmith3@townofchapelhill.org
- Administrative Office 200 Plant Road parksrec@townofchapelhill.org

Please notify us at least 14 days before the first day of the camp session to receive a refund, less a \$10 processing fee, per child, per session.

Families who receive a Fee Reduction are expected to follow this cancellation procedure to remain in good standing and to continue to receive their discount. **Families whose children do not attend a session, and who have not followed this procedure, may forfeit their Fee Reduction discount.**

1. Please select the camp sessions that your child/children will no longer be attending:

- Session A (June 17-21)
- Session B (June 24-28)
- Session C (July 1-5)
- Session D (July 8-12)
- Session E (July 15-19)
- Session F (July 22-26)
- Session G (July 29-August 2)
- Session H (August 5-9)
- Session I (August 12-16)

2. Name of child/children who will not attend – please print: _____

3. I acknowledge that by submitting this form I am officially forfeiting summer camp attendance during the weeks checked above.

Parent's Name – Please Print

Parent's Signature

Date

