

# WE HAVE MADE CAMP REGISTRATION EASIER FOR YOU!

**In just four easy steps, you can register for camp!  
Registration can be completed from home and on your device!**

## Online Four-Step Camp Registration Checklist:

1.

### Camp Registration Fee Transaction

This one Time \$35 fee is required to register and must be completed first in a separate Register For Camp

2.

### Register For Camp

Add the weeks of camp you would like your camper to attend in your cart Remember to use your campers name when registering Choose to pay in full or leave a \$100 deposit per week.

3.

### Leaving A Deposit

If you choose the deposit option at checkout you will receive reminder to pay your balance due. Remember to pay your bill, it must be paid in full on or before April 15. (Camp balances remaining April 16 will incur a \$50 late fee per week) (A camper may not start a week if the week is not paid in full)

4.

### Camper Information

An e-mail from Playerspace will be sent within 4 hours of registration. This is how we will collect camper information, emergency contacts, authorized pick-ups, medical history, immunization forms, required waivers and more! (Camper waivers/documents must be filled out prior to camp in order to attend)

**For help with registration questions, e-mail [rturner@hamiltonymca.org](mailto:rturner@hamiltonymca.org).**

#### Reminders:

- When registering, it is important to know the dates of the weeks you wish to register for
- Deposits are non-refundable and non-transferable
- Register for the Camp Registration fee first. Transaction must be complete prior to registering for camp.
- After registration check your e-mail for the an Playerspace e-mail to fill out camp waivers/documents
- All current childcare and program fees must be paid in full to sign up for camp. If there are any outstanding balances from last year's camp under dispute, they must be clarified and settled prior to registration day or you will not be permitted to register.
- Tuition assistance: Child Care Connection is accepted. The Hamilton YMCA provides financial assistance.
- Any camp changes made before 8:00 p.m. on the Wednesday prior to camp start date are no charged a fee. All subsequent changes will be assessed a \$25.00 fee each time. In order for a change to be made to an existing camper's registration after June 1, an online change request form must be filled out by a parent/guardian and approved by the Camp Director. This form can be found in the download section on the camp page of our website. Under no circumstances will changes be made without this form filled out.
- Adding any additional weeks - During the summer, many campers choose to join us for additional weeks. You may call the Sawmill Branch and add weeks or register at either facility (Sawmill Branch or JKR Branch). Additional weeks will not be added without receiving full payment. We require that you add weeks, no later than 8:00 p.m. two Wednesdays prior to the camp session for which you are registering.

#### Benefits:

- Register from the comfort of your home or on your phone
- Leave a deposit early to save a spot in camp
- Lock in the best rate of the year (January - March camp coupon code to save per week)
- Make even monthly payments on the balance until April 15
- Playerspace will allow for contactless check in and check out. No Pick up Cards needed!
- Add photos to your authorized pickups for improved safety
- Playerspace stores the camper information within its system. Simply review your information and update next summer

