

# Camp James Schedule or Group Change Request

**THERE IS A \$20 SCHEDULE CHANGE FEE PAYABLE AT THE TIME THIS REQUEST IS SUBMITTED.**

Payment Method:

Use Card on File: \_\_\_\_\_ CASH: \_\_\_\_\_ Check #: \_\_\_\_\_

Signature: \_\_\_\_\_

**PLEASE NOTE THAT REQUEST IN OFFICE CAN TAKE UP TO 2 WEEKS.**

If you need to make a change to your schedule, please read the following and initial below:

- You must get the request turned into the office **at least 2 weeks prior** to the dates you are trying to change.
- Requests are NOT guaranteed. They are based on enrollment availability and camp policies.
- Request will be confirmed and/or denied via e-mail within 2 weeks; they are processed in the order in which they are received.
- There are NO refunds for dropped dates.

INITIALS: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_

Camper(s) name: \_\_\_\_\_

Your phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date(s) you no longer wish to attend camp:

Date(s) you wish to change to:

Group currently in: \_\_\_\_\_ Group wish to change to: \_\_\_\_\_

If your child's group is full (please check all that apply):

Do not add days     Add days in another group     Add available days in my child's group

Please return via fax: (949) 729-1506 or e-mail: [directors@campjames.com](mailto:directors@campjames.com)