



# Class / Camp Application

<b>I. Student Information:</b>		Date of Application: ____/____/____	
Name:		Parent/Guardian:	
Current Address:			
City/State:	Zip Code:	AGE:	
Phone: (      )	Email:		

<b>II. Camp or Class</b>	
Course Title:	Cost:
Date/Time:	Instructor:
Important information about student:	

<b>For office use only:</b>	
Course Title:	
Instructor:	
Scheduled Dates:	
Times:	
Age Range:	Min/Max Class Size: ____/____
Payment rec'd: _____	Sliding fee \$ _____

- Received
- Permission Form
- Financial Aid
- Medical Form

16 South Main Street, Rutland, VT 05701  
 802-775-0356  
 info@chaffeeartcenter.org

## Information for Parent/Guardian:

**Electronic Equipment Policy:** We do not allow participants to use any type of electronic equipment at camp. This includes iPods, cell phones, CD players, and other devices. Cell phones can be kept on off and in their backpacks as long as they are not

being used during camp. We are not responsible for theft, damage or loss of equipment or any other object brought to camp. Campers can be reached via the Chaffee Art Center 802.775.0356 as necessary.

**Behavior:** Participants must follow the safety and participation rules established by Chaffee Art Center. Rules related to use of equipment, teamwork, respect for others and masks/cleanliness will be discussed on the first day of camp. If rules are not followed, participant could be asked to leave camp and not continue.

#### **Other Rules:**

- Each participant should bring their lunch if in a full day program. (Please let us know if this is a problem.)
- Bring own water bottle...free refills!
- Snacks provided for all camps.
- Appropriate footwear for walking and dress for mess...clothes may get dirty and/or paint on them.
- Participants must be dropped no sooner than 15 minutes prior to start and picked up no later than 15 minutes after end of camp.
- If before/after care is needed, please indicate on CAMP RELEASE FORM.
- FOR ALL CLASSES:
  - Must pre-register and pre-pay before class date;
  - Safety Protocols (see below)
  - Minimum and maximum enrollment numbers followed.

#### **\*Masks**

- Masks are optional.

\*We prefer that students that are sick wear them.

#### **Payments and Refunds**

-Checks payable to: Chaffee Art Center, 16 South Main Street, Rutland VT 05701 / [info@chaffeeartcenter.org](mailto:info@chaffeeartcenter.org)

-Full payment is required to secure your space in camps/classes. There are minimum and maximum enrollment limits, so be sure to register quickly to ensure your place. Students will be notified if a camp/class is to be canceled due to low registration at least a week in advance and will be refunded in full.

-Refund requests must be received at least two weeks prior to the beginning of the camp/class. An administration fee of 15% of the camp/class price is non-refundable. After the two-week window, a camp/class credit will be processed at the discretion of the Director. Camp/class credits are non-refundable.

**Photo Release:** We like to use photographs and video images of our camps and classes in the media and in Chaffee Art Center's publications, web-based content, and marketing materials. By signing the CAMP RELEASE FORM, even if no choice is circled, Chaffee Art Center and affiliated partner(s) have permission to use photographs and video images of participants.

**Program Evaluation Data Collection:** We will be conducting some surveys for the purpose of collecting information about the program's impact and in helping us to learn how we can continue to make the program stronger. You can accept or decline to be included on the CAMP RELEASE FORM.



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