

# Victory Camp Church Group Registration

Church Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Church Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Home or cell number: \_\_\_\_\_

Session # \_\_\_\_\_

Total number of spaces: \_\_\_\_\_

*(Please include all campers, counselors, leaders, and anyone else who will be attending with your group)*

\_\_\_\_\_

## GROUP DEPOSIT

**\$30.00**      X      \_\_\_\_\_      = \$ \_\_\_\_\_  
# of spaces\*

**\$0.00**      X      \_\_\_\_\_      = \$ 0.00  
# of free campers

**TOTAL**      \_\_\_\_\_      = \$ \_\_\_\_\_  
Total # of spaces reserved      Deposit Amount

### **EARLY BIRD DEADLINE: March 31<sup>st</sup>**

**To qualify for early bird gift card, this form along with your deposit must be received in our office by the deadline.**

## Victory Camp Church Group Registration

1. Complete the Church Group Registration Form (above) and mail it in with a check for your deposit. This guarantees your spots, it is not necessary to send any registration forms until 2 weeks prior to your session.
2. **Deposits: A \$30.00 deposit is required for each space reserved. All deposits are non-refundable. Deposits for spaces you do not use will not be refunded nor will they be applied to your remaining balance. Please note: Reservations are on a "first come, first serve" basis. Your spaces are not reserved until we have received your deposit.**
3. It is not necessary to pay a deposit for any member of your group who is attending for free, but they must be included in your count. Free campers include: the primary youth or children's pastor for groups of 10 or more campers, pastor's children under the age of 3 and counselors: 1 male for every 8 boys, 1 female for every 8 girls.
4. For All Session: A male or female counselor is required for every eight male or female campers (including campers at Jr. High sessions).

To meet State guidelines, groups bringing 6, 7 or 8 year old campers may require additional supervision. Please contact the camp office if you will have campers in this age group.

For Kids Camps: The counselors must stay with the campers at all times, including taking them to activities, services, meals, and supervising them in the dorms. Counselors attend camp free of charge (1 male counselor for every 8 boys, 1 female counselor for every 8 girls).

For Jr. High Camps: The counselors will lead a morning devotion with their group, sit with their campers at services and meals, supervise their group's participation in rec activities and oversee their camper's behavior in the dormitories. Your campers do not have to stay with their counselors during free times.

Counselors should be at least 16 years of age. Any additional leaders or "junior counselors" (other than those required to meet state guidelines for younger campers) will be charged the full session price.

5. Children's/ Youth Pastors, spouses, and children  
Children's/ Youth pastors who bring at least 10 campers may attend their camp session free of charge. A children's/ youth pastor's spouse may attend for half-price. Any leader's children attending camp must be

included in your final count and have a registration form filled out. Any children under 6 are charged 1/2 of the camp's registration fee and children under 3 attend for no charge.

6. For All Sessions: **A copy of the camper's immunization record (campers under 18) is required.** The immunization record must be sent with the camper's registration form. This is a Texas Dept. of Health regulation for camp sessions. Parents can usually get a copy through their child's school if they contact the administration office before school gets out for the summer. Please send the immunization record attached to the registration form. In some cases, due to parental preference or beliefs children will not be immunized. In these situations, an original letter signed by the child's parent or guardian stating that their child has not received immunizations will suffice.
7. Payments: All payments should be made by church check or money order. Payment for your balance is expected upon arrival. Payments for any additional charges that you are invoiced for, are required within 30 days of your session. If you need to make payment by credit card, please contact our registrar to set up payment.
8. **Please note: Registration forms and a final count are due at the Victory Camp office 10 days prior to your session. This includes forms for your leaders, counselors, leader's children or anyone else attending with your group. Registration forms can be submitted online. If you need assistance setting up an online form for your group, contact our registrar.**
9. Once your final count is received, you may not make changes to your boy/ girl count. If a camper backs out after the registration deadline, they may only be replaced by a camper of the same gender.
10. Please do not bring any additional campers (who are not included in your final count or who's registration form has not been submitted) to camp with you. Our sessions are usually full and we cannot accommodate campers who have not been accounted for.
11. Check all of your forms (before mailing them in) for parent's signatures. Forms without signatures will not be accepted.

## COUNSELOR INFORMATION

The State of Texas now requires all camp counselors to participate in a 1 hour Child Protection/ Abuse Issues seminar and complete a short worksheet to verify their participation. Your church may choose to either attend the 1 hour session hosted by Victory Camp (contact our office for date and time) or have the materials presented at your facility by a member of your church staff. The class consists of basic information that would be of benefit to anyone who works with children or youth.

For your convenience, workshop materials are available on our website or hard copies of the class curriculum and worksheet are available by contacting our office.

If you have questions regarding Child Protection Training, please contact the Victory Camp office at 281-388-2267.

- Groups bringing campers between the ages of 6 and 8 years of age, may require additional supervision to meet new State guidelines. Please contact the camp office if your group falls in to this category.
- For all sessions (Kid's camp and Jr. High) counselors are required for every 8 campers. 1 male for every 8 boys and 1 female for every 8 girls. Groups bringing campers who are between the ages of 6 and 8 years of age may require additional counselors to meet new State regulations. Please contact the camp office if this will affect your group. All counselors must be no less than 16 years of age.
- All counselors must attend a Child Protection Training Class and complete a worksheet to verify their participation.
- Child Protection Training is valid for 2 years. Counselors who completed the class for the prior season do not have to repeat the class this year if their verification worksheet is on file in the Victory Camp office.

# Victory Camp Counselor Information

Church Name: \_\_\_\_\_

Session # \_\_\_\_\_

Counselor Name: \_\_\_\_\_

- Campers:
1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_
  6. \_\_\_\_\_
  7. \_\_\_\_\_
  8. \_\_\_\_\_

*Please complete one form for each counselor group you are bringing. Feel free to make copies as needed. This form will be used to make dorm/activity assignments, and to make other preparations for your session. Please submit an accurate list to avoid confusion.*

**SEND THIS PAGE WITH YOUR FORMS - 1 WEEK PRIOR TO YOUR SESSION.**