



Class / Camp Application

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

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

For office use only:	
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:

We are so excited for Summer Camps at the Chaffee Art Center this summer! Here is information for you and campers to review. Our goal is to have the most fun and creative summer ever!

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 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: Participant(s) must follow the safety and participation rules established by Chaffee Art Center. Rules related to use of equipment, teamwork, respect for others and cleanliness will be discussed on the first day of camp. If rules are not followed, participant(s) 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 SNACK and WATER BOTTLE...free refills!**
- Appropriate footwear for walking... and dress for mess as 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.
- BEFORE & AFTER CARE: Available for all camps 8–9am and 4–5pm, must pre-register. \$15/hr. Also, please add \$15 if they need to stay for lunch 12–1pm. Must pre-register.
- FOR ALL CLASSES:
 - Must pre-register and pre-pay before class date;
 - Minimum and maximum enrollment numbers followed;
 - If camper feels sick, has a cold, etc., and still attends the camp, please have them wear a mask to protect others. Thank you.



Payments and Refunds

- Checks payable to: Chaffee Art Center, 16 South Main Street, Rutland VT 05701 / 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 50% of the camp/class price is non-refundable, and the credit card charge will be added. After the two-week window, a partial class credit may be processed at the discretion of the Director. Class credits are non-refundable/non-transferable. No shows or cancellations the day of the class are not eligible for refund or class credit.
- Please note: Classes/Camps are normally held in our second floor studio only accessible via the grand staircase. Sometimes we are able to hold them on the first floor that is accessible by a ramp from the parking lot, or you may be able to do it via zoom. It is important to call ahead to see if we can make arrangements.

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.