



2012 CAMP APPLICATION INFORMATION & INSTRUCTIONS

Dear Parent / Guardian;

We are looking forward to an enjoyable 51st camping season in 2012. Starting July 8th 2012 we will be offering six full weeks of camping.

Our application form has been altered in order to capture the registration information more effectively and to lay the foundation for recording reservation information online. In order to minimize any confusion that could result from these changes, we have prepared detailed instructions on how to complete the application and an explanation of why this information is needed.

GOALS AND POLICIES

At Bates Bar J, our goal is to promote good fellowship, appreciation of outdoor beauty, wildlife and domestic animals and to strengthen high standards in moral character. Young people should develop new skills, make new friends, improve character, and assimilate the beauty of mountains, hills, streams, wildlife and woodland, all the while having good fun.

In order to help us achieve this goal, the directors reserve the right to dismiss any camper whose conduct is considered detrimental to the standards maintained by this ranch. Cause for removal from camp includes, but is not limited to, bullying, and the use of tobacco, drugs or alcoholic beverages. These standards are rigidly upheld. There is no refund of fees if a camper leaves due to dismissal. For more information on bullying, please review the Government of Alberta site at <http://www.bullyfreealberta.ca>.

PAYMENT TERMS

- Fees are \$800.00 per week. (This includes a handling fee of \$100.00, GST and government room tax.)
- If arriving by bus or plane, transportation to and from Calgary is available for \$60.00 per camper. (\$30.00 one way)
- If full payment does not accompany the application, a deposit of **\$300.00** per camper per week must accompany the application. The balance must be paid at the time of check-in by cash, certified cheque, or money order.
- We are not equipped to handle credit or debit cards.
- 5% discount when there are three or more from one family.
- Make certified cheques or money orders payable to:
Bates Bar J Ranch, Box 700, Cochrane, Alberta T4C 1A8
- In case of withdrawal from camp on a physician's order, a gift certificate will be provided for the equivalent of the unused portion of the camp fee.
- No refund will be made for any other withdrawal/dismissal from camp, arriving late or leaving early.

CANCELLATION POLICY

- There will be no refund for cancellation made after 30 days prior to the first day of camp, unless the cancellation is accompanied by a doctor's note.
- There is a \$100.00 handling fee that is included in the camp fees. In the event of a cancellation, the \$100.00 processing fee is non-refundable.
- All refund requests will be processed no later than September 30, 2012.

MANDATORY EQUIPMENT

All riders are required to wear an equestrian approved helmet. If the camper has an approved equestrian helmet, please have them bring it, if not, we will supply an authorized helmet for a nominal charge of \$5.00. Non-laced riding boots and/or rubber boots with a defined heel are required for riding.

LOST AND FOUND

The Ranch cannot be responsible for lost or damaged clothing or other articles. Unfortunately used clothing cannot be shipped COD, thus every article should be name tagged and we recommend a list of belongings to check off when leaving. If not called for within 30 days of your child leaving the ranch, any unclaimed items will be donated to charity.

CAMP ARRIVAL AND DEPARTURE

Camper registration takes place on Sundays from 2:30 pm through 4:30 pm. Pick-up takes place on Saturdays from 6:00 pm through 8:00 pm. **Do not bring campers before 2:30 P.M. on Sundays. Please pick up after 6:00 P.M. Saturdays.**

2012 CAMP CALENDAR

Please use the calendar to determine the week(s) that are best for you. You will be asked for first and second choices on the application form. The second choice provides an option in the event that there is no space available in the week(s) that you indicate as your first choice.

COMPLETING THE APPLICATION FORM

The Camp Application form is a two page form. This form must be completed for each camper. Required fields are marked with an asterisk (*). If a form is missing any required field it will result in a delay in processing until the necessary information is provided.

CAMPER INFORMATION – All fields with the exception of camper E-Mail address are required.

CAMP WEEK SELECTION – Based on the information in the calendar, indicate your week selection(s). The second choice should be completed as well to ensure a place at camp. Campers who are booked for two or more consecutive weeks are welcome to stay at camp Saturday night at no extra charge.

BILLING INFORMATION – This information will be used to issue deposit receipts and final invoices. Receipts and invoices will be E-Mailed to the address listed in this section.

PARENT / GUARDIAN INFORMATION – Please provide as much contact information as possible. If we need to get in touch with you in a hurry, this information is invaluable. Please place a check mark over the information of the Parent / Guardian that should be contacted first.

CONTACT INFORMATION – In the event that you are not available, please provide alternate contact information. If you plan to be away, these contacts should be provided with a limited power of attorney so that they are able to make decisions on your behalf in the event of a medical emergency.

CODE OF CONDUCT – Please read this section carefully and discuss the meaning and implications with the camper. This section **MUST** be signed by the camper and a Parent / Guardian.

QUESTIONNAIRE – This section helps us address the specific needs of campers.

COMPLETING THE WAIVER AND RELEASE FORM

The Waiver and Release form is part of the camp application. It must be completed for each camper. Please ensure that the form is completed, signed and dated. Campers will not be permitted to participate in any activities if we do not receive this form.

COMPLETING THE MEDICINE ADMINISTRATION FORM

If your child requires medication, please complete the Medication Administration Form and present it to the camp staff on registration day. Do not mail this form to us.

If you have any questions, please do not hesitate to E-Mail us at Bates@BatesBarJ.com or call us at 403-637-2199 or 403-637-2189.

The Bates Family



Bates Bar J Ranch

2012 CAMP APPLICATION

Celebrating our 51st Camping Season

Office Use Only
Week: _____
Deposit: _____
Cheque #: _____
Balance Due: _____

Required Fields *

CAMPER INFORMATION

Name*: _____	Birthday*: _____	Age at Camp*: _____
Address*: _____		dd/ mm/yyyy Boy () Girl ()
City*: _____	Prov / State*: _____	Health Care #*: _____
Postal / Zip*: _____		

SELECT THE CAMP WEEK(S) THAT ARE BEST FOR YOU

Week	Dates	First Choice	Second Choice
1	July 8 through July 14	()	()
2	July 15 through July 21	()	()
3	July 22 through July 28	()	()
4	July 29 through August 4	()	()
5	August 5 through August 11	()	()
6	August 12 through August 18	()	()
We will contact you via E-Mail if none of your choices are available			

BILLING INFORMATION

Deposits are payable immediately. Personal cheques for balance accepted if dated prior to June 15, 2012.	
Name: _____	
Address: _____	
City: _____	Prov/State: _____
Postal / Zip: _____	
Home Phone: _____	Work Phone: _____
Cell Phone: _____	
E-Mail: _____	
Tuition \$800.00 per week Deposit \$300.00 per week Receipt(s) will be E-Mailed to the person listed here.	

Is Transportation from Airport or Bus Station Required? _____ (\$60.00 return... \$30.00 one way)
A riding helmet will be provided for a nominal charge of \$5.00 if the camper does not bring their own.

PARENT / GUARDIAN INFORMATION

Mother / Guardian 1 Contact First ()	Father / Guardian 2 Contact First ()
Name*: _____	_____
Address*: _____	_____
City*: _____	Prov / State: _____
Postal / Zip*: _____	_____
Home Phone*: _____	_____
Work Phone: _____	_____
Cell Phone: _____	_____
E-Mail*: _____	_____

2 CONTACTS WHO COULD TAKE CHARGE IN AN EMERGENCY IF PARENT/ GUARDIAN NOT AVAILABLE

Contact 1	Contact 2
Name*: _____	_____
Relationship to Camper*: _____	_____
Phone 1*: _____	_____
Phone 2 : _____	_____

CODE OF CONDUCT

The directors reserve the right to dismiss any camper whose conduct is considered detrimental to the standards maintained by this ranch. Cause for removal from camp includes, but is not limited to, bullying, and the use of tobacco, drugs or alcoholic beverages. These standards are rigidly upheld. There is no refund of fees if a camper leaves due to dismissal.

By signing below, you agree to abide by the code of conduct of Bates Bar J Ranch. Parents / Guardians are expected to discuss this with the camper in order to ensure complete understanding.

Signature of Camper*

Date (dd/mm/yyyy)*

Signature of Parent / Guardian*

Date (dd/mm/yyyy)*

Print Name of Parent / Guardian*

QUESTIONNAIRE

Has applicant attended this ranch before? _____ If yes, what years? _____

How did you hear of Bates Bar J Ranch? _____

Is the applicant healthy and able to participate in a vigorous outdoors program?* YES ___ NO ___

If "NO" please explain _____

Please state amount of riding experience the new applicant has had, be specific. _____

Previous campers state their last year's horse and riding group if remembered _____

Miscellaneous Information (eg. special diets, medication, allergies etc. attach a separate sheet if necessary)

BATES BAR J RANCH
WAIVER AND RELEASE FORM

PLEASE READ

I _____, (parent or guardian) hereby acknowledge and agree that in consideration of _____ (camper) being permitted to participate in programs or activities organized, operated or sanctioned by Bates Bar J Ranch, herein called "the Ranch":

1. I do hereby release, waive and discharge the Ranch, its officers, directors, independent contractors, employees, volunteers and agents, all recourse, proceedings, claims and causes of action of any kind whatsoever, in respect of all personal injuries or property losses which I may suffer arising out of or connected with, my preparation for, or participation in, the aforesaid programs or activities EXCEPT where and to the extent such personal injuries or property losses arise out of the negligent acts or omissions of the Ranch, its officers, directors, independent contractors, employees, volunteers or agents. This Waiver and Release extends to all claims of every nature or kind whatsoever, foreseen or unforeseen, known or unknown.

2. And, I hereby acknowledge and agree:
 - a) that equestrian activities and programs are very dangerous, exposing campers to many risks and hazards;
 - b) that, as a result of the aforesaid risks and hazards, the camper may suffer serious personal injury, even death, as well as property loss;
 - c) that some of the aforesaid risks and hazards are foreseeable, but others are not;
 - d) that I nevertheless freely and voluntarily acknowledge all the aforesaid risks and hazards, and that, accordingly, my preparation for, and participation in the aforesaid programs, races and activities shall be entirely at the risk of the camper;
 - e) that the Ranch may use photographs or videos that the camper appears in for promotional purposes;
 - f) that the Ranch may keep the campers information on file for a minimum of three years and that the campers information will be kept confidential and not sold or given to any other organization;
 - g) that I carefully read the WAIVER AND RELEASE agreement, that I fully understand and accept its terms, and that I am freely and voluntarily executing the same;
 - h) that this WAIVER AND RELEASE agreement is binding on myself, my heirs, my executors, administrators, personal representatives and assigns.

3. In the event of any injury or illness, I authorize the Ranch staff or their designate to seek and obtain such emergency or medical services as may be deemed necessary at the time.

I, the parent or guardian of the above-named camper, acknowledge that I have carefully read this **WAIVER AND RELEASE** agreement, that I fully understand and accept its terms, that, on the behalf of my child, I am freely and voluntarily executing the same, and that I give full permission for the above-named child to participate in all Bates Bar J Ranch program activities and any transportation to and from those activities.

Signature of Parent / Guardian *

Signature of Witness *

Type / Print name of Parent / Guardian *

Type / Print name of Witness *

Date (dd/mm/yyyy) *

Date (dd/mm/yyyy) *