



Summer Camp 2023 Enrollment Process and Timeline

Thank you for your interest in SPR K-8 Summer Camps for 2023! This year, camp will run June 19-August 18. Use this checklist to complete the three-step enrollment process for summer camp with Saco Parks and Recreation.

PAPERWORK REQUIRED TO ENROLL

STEP 1: FORM NEEDED

- Form** – PARTICIPANT CONTACT FORM (form version 4.5.21)
Forms are available at www.sacorec.com – see next step for rollover options.*

SUBMITTING ENROLLMENT REQUEST

STEP 2: Follow these enrollment timelines to submit your request and form:

Enrollment Phase 1: April 4 - Open to Saco and Dayton residents

Enrollment Phase 2: April 24 and beyond - Open to everyone for remaining weeks

- Submit form via email** to parksandrec@sacomaine.org
 - We ask everyone to follow the appropriate enrollment timeline based on your residency; we cannot process enrollment emails received early.
 - **School's Out 2022-2023 participants and those returning from Summer Camp 2022 may request a rollover of paperwork, and will be asked to confirm for any updates.*
- CONFIRMATION:** an automated email confirmation will be sent within 2 business days processing the camp membership and attendance group assignment.
- INVOICE:** The confirmation includes an invoice of the "Camp Registration Fee" billed to your account (\$25/resident or \$30/non-resident) with the attendance group assignment.

REGISTERING FOR DATES AND PAYMENT OPTIONS

STEP 3: Registering for dates - After you have received your confirmation email, you have access to registering for camp dates online. This is required to guarantee dates your child will attend.

Follow these steps to register:

1. Log in at www.sacorec.com to your household account
2. Go to "My Account/Balances" and pay your invoiced "Camp Registration Fee"
3. Once paid, go to "Programs" and the "Summer Camp Payments Page".
4. Next choose your payment option for your child's camp:
 - **OPTION 1 Full Summer:** the Full Summer rate is \$1450.00 (resident) and covers all 9 weeks of camp. A deposit of \$400.00 towards your balance is due to register for this option with final payment due by Friday June 9th. Non-residents can enroll for the Full Summer rate of \$1570.00 if all weeks are still available during that phase of enrollment; deposit is \$440.00.
 - **OPTION 2 Weekly:** the weekly fee is \$200.00 (resident) and \$220.00 (non-resident). We cannot reserve dates for this option. Only weeks that are paid for will be guaranteed.
 - **Credits:** you may apply credits during checkout if you have them.
5. Follow payment steps and answer questions during check-out to complete the transaction.
6. After completing these steps, you will receive a receipt: please review to confirm the dates purchased are accurate and contact the SPR Office if any adjustments are required.

DONE! We look forward to providing the best summer ever with Saco Parks and Recreation!