

**The Village of Los Ranchos  
Farm Camp Program  
Registration and Cancellation Policies**

The Village of Los Ranchos Farm Camp is a co-educational program for children ages 5 to 11. **To register, children ages 5 & 6 must be currently enrolled in a Kindergarten program.** Registration and fees are based on a full day, one-week session

**Reservations and Payments** – Registration is mail-in ONLY. ***Payment in full must be submitted with registration.*** Acceptance is on a first come, first served basis. Registrants will receive program confirmation by email – please keep this email for your records. If a program is full, you will be notified, your name added to a waiting list, and a refund sent if we are unable to place your child. ***All forms must be submitted and payment complete before a camper is considered fully registered. Application is NOT valid unless the Parent/Guardian Agreement has an original signature.***

**Camp Times and Weather** – Participants need to arrive on time (9:00 am) and must be picked up at the ending time (3:00 pm). Programs and trips are held rain or shine – please dress accordingly. In case of rain, activities may be modified and moved indoors and activities are immediately moved to safety if there is any lightening or thunder in the area.

**Snack and Lunches** – Each day includes a healthy morning snack provided by Farm Camp. Participants must bring a lunch and refillable water bottle, as no meal is provided. If your child has dietary restrictions or allergies, please note this information on the registration form.

**Medical and Emergency Information** – So that we may obtain the best care for your child in the case of emergency, please complete all the medical information on the program registration form and call the Village of Los Ranchos office if contact numbers change. Farm Camp staff are not permitted to administer over-the-counter or prescription medications to your child. If your child must take medication during their time at Farm Camp, a parent or guardian must be present to administer medication to their child.

**Cancellation and Refund** – You may change or cancel your child’s registration up to 30 days before the first day of camp and receive a full refund. We are not able to give refunds for cancellations with less than a 30-day notice. We cannot give refunds for or prorate fees for missed days of camp. The Village of Los Ranchos reserves the right to cancel camps due to low enrollment. Camps cancelled by the Village of Los Ranchos will be fully refunded.

**Facilities** – Farm Camp is held at the Los Ranchos Agri-Nature Center at 4920 Rio Grande Blvd NW. All camps will begin and end at the Los Ranchos Agri-Nature Center.

**Absences and Early Releases** - If your child will be absent from camp, please notify the Farm Camp Director as early as possible. If you need to pick your child up from camp early, please arrange this with your farm educator in advance.

**Village of Los Ranchos**  
**Farm Camp Registration – Ages 5 to 11**  
Please print – ***ONE FORM PER CHILD***

PERSONAL INFORMATION			
Name of Child		Age	Date of Birth
Address		City	State
School		Current Grade	
Parent's Name		Parent's Name	
Home #	Cell #	Home #	Cell #
Work #		Work #	
E-mail		E-mail	
Emergency Contact Name		E.C. Phone #	
How did you hear about us?			

SCHEDULE AND FEES			
<b>Please check session attending and appropriate discounts and total. Use the calculation area to find the total camp fees.</b> <i>*camp fees must be included with registration.</i>			
“X” Session	Rate	(\$)	“X” Discounts
___ Spring Break	\$250	_____	___ Sibling Discount (When registering siblings in the same session, enjoy a \$10 discount per child)
___ Summer Wk 1	\$250	_____	___ Multiple Week Discount (When registering for 2 or more weeks, enjoy a \$10 per week discount)
___ Summer Wk 2	\$250	_____	___ Early Registration Discount (Register BEFORE March 1 and enjoy a \$10 discount)
___ Summer Wk 3	\$250	_____	___ <b>New</b> Camper Referral Discount (Include a NEW camper’s registration with your child’s registration and enjoy a \$15 discount)
___ Summer Wk 4	\$250	_____	
Total Base Rate =		_____	_____ Total Discount ( <i>Total Base Rate - Total Discount</i> )
TOTAL CAMP FEES =		_____	( <i>Total Base Rate – Total Discount</i> )
<b>Send registration form, parent agreement with original signature and payments to:</b> <b>The Village of Los Ranchos, ATTN: Farm Camp 6718 Rio Grande Blvd. NW, Albuquerque, NM 87107</b> <b>Make check payable to: The Village of Los Ranchos</b>			

MEDICAL INFORMATION	
<b>Confidential Medical Information</b>	
Please indicate information about the registrant regarding medications, allergies, physical disabilities or restrictions, or behavior disorders that the instructors should know about. Attach pages if necessary.	
Primary Physician’s Name	_____ Phone Number _____
Medical Insurance Carrier	_____
Policy Number	_____ Member Number _____

PHOTO AND VIDEO RELEASE	
I give the Village of Los Ranchos permission to use any photographs or video footage of my child for any promotional materials (check one)	
YES _____	NO _____
Parent/Guardian	_____ Date _____
Print Name	_____

**Village of Los Ranchos  
Spring Break Farm Camp Program  
Parent/Guardian Agreement**

This application is made and accepted in accordance with the provisions of the Village of Los Ranchos Registration and Cancellation Policies.

I certify that my child's current physical and emotional condition is satisfactory for participating in all of the Village of Los Ranchos Spring Break Farm Camp Programs. I recognize and acknowledge that there are certain risks of physical injury in any recreational program and I hereby assume full responsibility for any expenses incurred as a result of my child's participation in the Village of Los Ranchos programs.

In case of emergency, I authorize my child to receive first aid from Village of Los Ranchos staff and/or be transported to the nearest hospital by emergency medical personnel. I desire that notification of such emergency be sent to me by prompt means of communication. I understand that I am responsible for any bills related to hospital or doctor visits.

I hereby (a.) release and discharge (b.) waive and relinquish and (c.) covenant not to sue the Village of Los Ranchos, its respective administrators, directors, agents, officers, members, volunteers, employees, and owners and lessees of premises on which activities take place from all liability, claims, demands, losses, or damage on my account caused or alleged to be caused in whole or in part by the negligence of any of the above named including the negligence of emergency operations.

It is my desire that my child be enrolled, as indicated on the front of the application, subject to the above conditions. I have enclosed payment, and agree with the terms stated in the enrollment information. In signing this application, I certify that my child is covered by health and accident insurance or Medicaid and I understand that I am obligated to provide the camp with the name of the carrier and policy number. In signing this registration, I accept full responsibility for all incurred program fees and expenses.

In order that the Village of Los Ranchos may provide each camper maximum opportunity for learning and personal development we occasionally escort children off premise to locales such as nature centers. I give my permission to escort my child off premise.

I have read this agreement and all other information referenced herein, fully understand that I have given up certain rights by signing it, and have signed it freely and without inducement or assurance of any nature.

Child's Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this agreement, along with the completed application and your registration fee payable to:**

**"The Village of Los Ranchos"**