

Camp Huckins is excited to announce our online application for Family Camp! The process will take about 10 minutes and we hope you will find it easy and straight forward. If at any time you have questions or concerns please don't hesitate to call or email the office.

Please be sure to fill in all information completely and accurately, especially if you have a new address or new telephone numbers.

In a two parent household please enter the female parent/guardian as the first parent. Then the male parent/guardian as the second parent.

USER NAME AND PASSWORD

The first step in the application process will be to create an account. You will choose a user name, password and security question. When you are creating your account please take a moment to write down the user name, password, security question and security answer that you have chosen. Please note exactly how you typed these including any capital letters, spaces etc. Please save this information somewhere you will be able to access it in the future.

CREATING FAMILY MEMBERS

After signing in you will need to create your first camper. Please enter first name, last name and date birth for the first family member. Then you will be asked which session you would like to apply for. Please check the box next to Family Week or Labor Day. After hitting continue you will be asked to enter your contact information. You will only need to enter this information once per family. Once you have finished and hit continue you will be shown the first campers name and date of birth again, if these are correct please hit continue. You will then have the options to check out or add a camper. Choose add a camper to add your next family member. Continue to add campers until all family members applying have been entered. This includes parents, children, grandparents, guests- everyone staying with your family.

REVIEW SCREEN:

Once you reach the review screen if you are unable to check out look for an item in red. Click on that item and you will be able to correct the missing information.

DEPOSIT

When you are done adding family members you should hit check out. You will then be asked to pay the deposit of \$100 per family. You may pay the deposit online with a card or you may choose the option to send a check to camp. Other options available are to pay the deposit using a card and then the remainder will be charged to the same card on August 1st. Another option would be to pay the deposit using a card and to have the remainder charged to the same card in five monthly installments.

ACCEPTANCE

Please be aware this is an application not a registration. Because of our high return rate, the family week option may already be full. Once your application is received the camp office will process it and determine if space is available. You will be notified by email with an acceptance or a waiting list letter by mid April. If you would like to apply for the week, but would take Labor Day Weekend if space is unavailable in the week - please apply for the week and email angela@camphuckins.com to let her know that you would take the weekend option.

RETURNING FAMILIES

The deadline to apply is **April 1st** to reserve your cabin. After April 1st we will start accepting new families.

If you have any problems using the online system please call or email the office. We are looking forward to a great 2013 season!