

PAYMENT POLICY

1. Payments are due in full on Sundays two weeks in advance of the child's attendance for each week of service
 - a. Payments not received 2 weeks in advance will incur a \$10.00 late payment fee and could result in the loss of space at camp.
 - b. Late fees must be paid prior to attendance.
 - c. If your child is sent to the program from the bus without payment, then the parent will be called to make an immediate payment and/or immediate child pick-up.
 - d. Camp Tracy requires a deposit of \$30.00/week to hold the child's spot.
2. Payments may be made in cash, check (payable to AYCC), credit/debit.
 - a. Payments are accepted via phone (207-873-0684), in person at the AYCC, or online (scan QR code at right with device camera)
 - b. Payments may be auto-scheduled from a bank or credit card account. Additional paperwork (page 15) is required and written notice for any changes must be provided in writing 14 days prior to the next billing cycle.
 - c. Payments declined or returned for non-sufficient funds (NSF) will incur an additional fee between \$10-\$30.00 per instance and must be paid immediately in addition to the total of the original fee that was returned. Personal checks and auto-scheduled payments will no longer be accepted after 2 instances of returns.
3. Aspire cards are not accepted at the AYCC. Direct withdrawal is required to use Aspire for all AYCC childcare and camp programs.
4. Those receiving third party assistance (i.e. State of Maine, etc.) are required to speak with AYCC Finance Assistant, Danielle Bragg prior to the child's attendance for any program. Danielle can be reached at 207-873-0684 x 787 or email dbragg@clubaycc.org



REFUND POLICY

- Children dismissed from Summer Enrichment Program or Day Camp Tracy will not receive any refund/credit and are not eligible to switch to another AYCC camp.
- No refunds are available for partial attendance of a week. The AYCC does not offer daily payment options.
- To remove a child from a week/session of camp, the Camp Director must receive 2 weeks advance notice. If a two week notice is not provided, the family will be held responsible for a two week paid notice.
- Refunds requested prior to June 1, 2023 will receive full refunds or AYCC account credits.
- Refunds requested between June 1 and two weeks prior to attendance date will receive a full refund, less the deposit.
- Financial assistance is always issued for upcoming weeks of service and refunds for previously full-paid weeks will not be honored for previous weeks.

Questions:

Finance Assistant, **Danielle Bragg** dbragg@clubaycc.org 207-873-0684 x787

Camp Director (Camp Tracy), **Pat Kearns** camps@clubaycc.org (school year 207-873-0684 x304 summer 207-313-3413)

Summer Enrichment Program Director, **DJ Adams** dadams@clubaycc.org 207-873-0684 x247