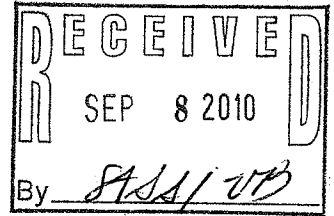




Camp SEA Lab
Science, Education & Adventure

Ayers
9/23/10



Camp SEA Lab
100 Campus Center Bldg.42, Seaside, CA 93955
T (831)582-3681 F (831)582-3691
campsealab@csumb.edu www.campsealab.org

RESIDENTIAL PROGRAM CONTRACT

Please review and make corrections, initial the financial statements, sign one copy and return with your holding fee to our office by September 17, 2010.

School information:

Ayers Elementary School
5120 Myrtle Drive
Concord, CA 94521
Phone: 925-682-7686
Fax: 925-827-2521
Mt Diablo Unified School District
Grade level of students: 5th

Contact: Spoogmai Habibi
Position: Principal
Email: mcshaneb@mdusd.k12.ca.us
Day phone: 925-682-7686
Cell phone: 925-595-5054
Contra Costa County
Lead Teacher: Bryan McShane

Program information:

Arrival date: **Mon., March 21, 2011** Departure date: **Wed., March 23, 2011**
Arrival time: 11:00am Departure time: 1:00pm
Location: Camp St. Francis, 2320 Sumner Ave, Aptos, CA 95003

Estimated number of students:	65
Estimated number of chaperones:	7
Estimated number of teachers:	3
Total participants:	<u>75</u>

Additional participants above the estimated number must be agreed upon by Camp SEA Lab.

Camp SEA Lab will provide:

- ❖ 3 days of program, 2 nights of lodging, 6 meals (dinner day 1, through lunch on day 3)
- ❖ Naturalist Instructors
- ❖ Coordination of all site logistics and programmatic implementation.
- ❖ Supplies for all activities: includes student journals and student T-shirts.

Ayers Elementary School will provide:

- ❖ One teacher for every 30 students, and one chaperone per every 10 students. Any additional adults must be agreed upon by both parties prior to final payment, and must pay full program tuition.
- ❖ Coordination and cost of transportation for arrival to and departure from program site at Camp St. Francis.
- ❖ Distribution and collection of forms and monies from students and chaperones.
- ❖ Bag lunches on arrival day (student brought or school provided).



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Financial Agreement for Ayers Elementary School

Tuition covers food, housing and program costs.

Your non-refundable deposit of 30% will reserve your dates.

Student: \$187.00

Adults: teachers at 1:30 teacher/student ratio are free
chaperones at 1:10 chaperone/student ratio are \$93.50
adults over these ratios pay full rate of \$187.00

Please initial the financial statements.

Financial calculations are outlined on the Program Invoice.

___ **Guaranteed minimum:** We allow for a (15%) decrease in estimated total numbers.
If participant numbers fall below the 15% decrease, you agree to pay **\$10,888.08**, which is 85% of the contracted total.

___ **Payment schedule:**

September 17, 2010: Non-refundable Holding fee of \$250.00.

November 15, 2010: Non-refundable 30% Deposit (minus your holding fee) = **\$3,592.85** must be received or your date will be relinquished.

February 21, 2011 (4 weeks prior) Final payment based on your student/adult number.

___ **Late penalty:**

A \$50 per week penalty will be assessed for late payment or paperwork.

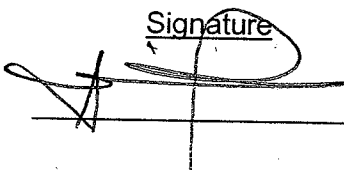
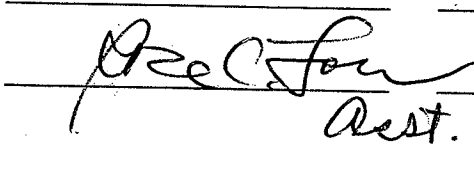
___ **Refund policy:**

If your school needs to cancel your reservation prior to **February 21, 2011** (4 weeks prior), your deposit will not be refunded unless the dates can be filled by another group of equal or greater number. An administration charge of \$100 will be applied to any cancellation.

If your school needs to cancel after **February 21, 2011**, no refunds will be offered.

If your final participant numbers change within the 15% of your total estimated numbers by **March 7, 2011** (two weeks prior) and Camp SEA Lab is notified, a refund for the difference will be issued 4 weeks after the completion of the program.

Camp SEA Lab will not grant refunds for the cancellation of program activities due to weather or other unforeseen occurrences. No refunds will be given for participants sent home due to disciplinary procedures or illness.

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Camp SEA Lab Director:	Amity Wood		8/19/2010
Lead Teacher:	_____	_____	_____
Principal:		Rose C. Lock Asst. Supt.	9/20/10

SH



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PROGRAM INVOICE

Ayers Elementary School
5120 Myrtle Drive
Concord, CA 94521
Phone: 925-682-7686
Fax: 925-827-2521

Contact: Spoomai Habibi
Position: Principal
Email: mcshaneb@mdusd.k12.ca.us
Day phone: 925-682-7686
Cell phone: 925-595-5054
Lead Teacher: Bryan McShane
Location: Camp St Francis

Program Dates: March 21 - 23, 2011

Statement:

Contracted	Estimated #	Tuition/costs	Total
Students	65	\$187.00	\$12,155.00
Chaperone 1:10	7	\$93.50	\$ 654.50
Teacher 1:30	3	\$0.00	\$ 0.00
Extra Adults		\$187.00	\$0.00
Total			\$12,809.50
Due Sept. 17, 2010		Holding Fee	250.00
Due Nov. 15, 2010		30%Deposit – Holding Fee	\$3,592.85
Due Feb 21, 2011		Balance	\$8,966.65

Final Payment	Final #	Tuition/costs	Total
Students		\$187.00	0
Chaperone 1:10		\$93.50	\$0.00
Teacher 1:30		\$0.00	\$0.00
Extra Adults		\$187.00	\$0.00
Final Total			\$0.00
Guaranteed Minimum*			\$10,888.08
Holding Fee		check #	
Deposit paid		check #	
Payments		check #	
Scholarship Applied			
Late Penalty		\$50.00/week	\$ 0.00
Due		Final Payment**	

*The Guaranteed Minimum is 85% of the contracted total.

**Final payment is based on the final total or the guaranteed minimum, whichever has the higher value.

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