



2010 Fair Registration Form

Name of Camp: _____

E-mail: _____

Camp's Primary Contact Person for Registration: _____

Street Address: _____

City: _____

State: _____ Zip: _____

Daytime Phone: _____

Cell Phone: _____

Electrical Outlet Access:

Yes No Our booth should be located near an electrical outlet at our actual cost of \$60 per day (first-come, first-served basis)

London January London February

For other Fair locations, we can not guarantee that your booth will be within close proximity to an electrical outlet. Please plan accordingly (i.e. bring an extra battery for your laptop). If you would like to be on the list for an outlet at a Fair other than London, please indicate cities below.

Please list below your name. Check the boxes for all of the corresponding tours you will be attending as well as whether you are going to the Fair(s) at the Representative or Guest price, based on your camp's qualifying color. If you are registering for a **booth only** option please see the bottom of page 2

Attendee Information

Name: _____ <i>Full name as listed on passport</i> Cell Phone: _____ E-mail Address: _____ Date of Birth: _____ Passport Number: _____	Price		Tours													
	Representative	Guest	Gender	London January*	Manchester*	Edinburgh	Manchester and London	Edinburgh and London	Edinburgh and Manchester	Edinburgh, Manchester and London	Warsaw*	London February*	Warsaw and London	Flight Only	Hotel Only	Attending Orientation
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Insurance:

Yes No Would you like the medical and travel insurance coverage at an additional cost of \$50?

***Open to all camps**

If you plan on traveling outside the standard tour dates please skip the form below and fill out the Customized Tour Option on page 2

Accommodation Requests:

Will you require a single room? Yes No

[If you select No, Camp America will match you up with a roommate for the duration of the Fair.]

Would you like to room with anyone? Yes No

(Tour dates for both persons must be the same)

Roommate: _____

Separate Beds? Yes No Smoking Room? Yes No

Flight Requests:

Preferred NYC departure gateway (*subject to availability*):

JFK Newark

If you require a US gateway other than New York City, please specify below:††

Gateway: _____

†† Please note, those traveling from gateways other than New York City will be responsible for all ground transfers.

Customized Tour Option complete only if you wish to travel outside the tour dates

Destination 1

Departure Date: _____ Departure Airport: _____ Arrival Airport: _____

Hotel: Copthorne Tara Hotel London Kensington Palace Hotel Manchester Radisson Edinburgh Radisson SAS Centrum Warsaw none

Check in Date: _____ Check out Date: _____

Will you require a single room? Yes No

[If you select No, Camp America will match you up with a roommate for the duration of the Fair.]

Would you like to room with anyone? Yes No

(Tour dates for both persons must be the same)

Roommate: _____

Separate Beds? Yes No

Smoking Room? Yes No

Destination 2

Departure Date: _____ Departure Airport: _____ Arrival Airport: _____

Hotel: Copthorne Tara Hotel London Kensington Palace Hotel Manchester Radisson Edinburgh Radisson SAS Centrum Warsaw none

Check in Date: _____ Check out Date: _____

Will you require a single room? Yes No

[If you select No, Camp America will match you up with a roommate for the duration of the Fair.]

Would you like to room with anyone? Yes No

(Tour dates for both persons must be the same)

Roommate: _____

Separate Beds? Yes No

Smoking Room? Yes No

Destination 3

Departure Date: _____ Departure Airport: _____ Arrival Airport: _____

Hotel: Copthorne Tara Hotel London Kensington Palace Hotel Manchester Radisson Edinburgh Radisson SAS Centrum Warsaw none

Check in Date: _____ Check out Date: _____

Will you require a single room? Yes No

[If you select No, Camp America will match you up with a roommate for the duration of the Fair.]

Would you like to room with anyone? Yes No

(Tour dates for both persons must be the same)

Roommate: _____

Separate Beds? Yes No

Smoking Room? Yes No

Booth Only Option:

If you are registering for a booth only please list your credit card details on the last page. If your camp fails to attend the Fair without prior notice, you will be charged the penalty fee. Please note, you will not be charged anything at this time. *(see Terms and Conditions)*

Camp Representative: _____ Fair: _____

E-mail: _____ Cell Phone: _____

Camp Representative: _____ Fair: _____

E-mail: _____ Cell Phone: _____

Payments:

A \$99 non-refundable, non-transferable deposit is required for each person attending a Fair upon submission of this registration form. Deposits must be received with your registration form in order for it to be processed.

Total Deposits:

Total number of Fair registrations _____ x \$99 = \$_____ (due at time of registration)

Payment Method:

- Please charge only the deposit now, \$_____, to the credit card listed below. Then, please charge this same credit card in the future for the balance due, based on the invoice that will be sent to me. (All Fair tour payments will be processed on December 18, 2009.)
- Please charge the credit card listed below now only for the deposit: \$_____. I will send final payment after receiving an invoice from Camp America.
- I have enclosed a check for \$_____ to cover the deposit for my registration. I understand I will receive an invoice from Camp America outlining the total amount due.

Visa MasterCard American Express

Card Number: _____ Expiration Date: _____

Cardholder's name (please print): _____

Signature of Cardholder: _____

Billing address: _____

I have the intent to hire at least 5 international staff during the fairs and agree to abide by the appropriate deadlines, payments, and cancellation penalties.

Print Name: _____ Title: _____

Signature: _____ Date: _____

Your Account Representative will contact you after your registration form has been processed to confirm all of your details. Please be certain to discuss any special requests with them at this time.

*Thank you for attending our 2010 Fairs.
We look forward to seeing you in Europe!*

Please fill out this form and fax it to Camp America at: 203-399-5595



Pricing Information

Single Room Information

If you would like a single room during part or all of your stay, these supplementary charges apply per person, per night.

London, Manchester, or Edinburgh	\$ 95 Per Night
Warsaw	\$ 80 Per Night

Extended Tours

We invite you to extend your trip, departing for Europe and returning to the U.S. on any date. To extend your stay on either end of your tour and use our hotel accommodations, please refer to the guide below. Prices are per person per night as follows:

City – Hotel	Single (Per Person, Per Night)	Double/Twin (Per Person, Per Night)
London – Copthorne Tara Hotel	\$ 185	\$ 115
Manchester – The Palace Hotel	\$ 215	\$ 115
Edinburgh – Radisson SAS Hotel	\$ 190	\$ 110
Warsaw – Radisson SAS Centrum Hotel	\$ 185	\$ 100

If you extend your stay and don't use our hotel accommodations, there is no extra charge. Simply complete the customized tour form with the dates you would like to depart and/or return. Please be aware you are responsible for arranging your own accommodations and any costs associated with your extended stay.

For extended tours, in order to receive the double/twin room rate, you must provide us with the name of your roommate. Otherwise, the single room rate will apply.

Tour Flexibility

Please find listed below the prices for hotel and flight only tour options, available to Representatives and Guests.

Tour	Hotel Only – Representative	Flight Only – Representative	Hotel Only – Guest	Flight Only – Guest
London – January	FREE	FREE	\$ 399	\$ 699
Manchester	FREE	\$ 99	\$ 399	\$ 899
Edinburgh	FREE	\$ 99	\$ 399	\$ 899
Manchester and London	FREE	FREE	\$ 699	\$ 849
Edinburgh and London	FREE	\$ 99	\$ 749	\$ 899
Edinburgh and Manchester	FREE	\$ 199	\$ 599	\$ 999
Edinburgh, Manchester, and London	\$ 99	\$ 199	\$ 899	\$ 999
London – February	FREE	FREE	\$ 399	\$ 699
Warsaw	FREE	FREE	\$ 299	\$ 799
Warsaw and London	FREE	\$99	\$ 599	\$ 899

Insurance:

The customized plan of coverage for Camp Directors includes:

1. Accident and sickness medical benefit of \$10,000 (\$50 deductible per occurrence)
2. \$150,000 of combined coverage for medical transportation, emergency medical evacuation and repatriation of remains
3. \$1,000 baggage and personal effects coverage (\$100 deductible per occurrence—coverage up to \$100 per item—cameras covered up to \$250)
4. 24-hour emergency/travel assistance includes medical, travel and technical assistance as follows:
 - » Medical referrals
 - » Replacing lost/stolen airline tickets
 - » Medical monitoring
 - » Tracing lost/delayed luggage
 - » Prescription drug replacement/shipment
 - » Locating legal services
 - » Emergency message transmittal
 - » Posting bond/bail
 - » Coverage verification/payment guarantees
 - » Payment for services in local currency
 - » Obtaining emergency cash
 - » Traveler check replacement
 - » Credit card/passport/important document replacement
 - » Accidental death and dismemberment benefit up to \$10,000

This comprehensive plan is being offered to you and any guests/children that travel with you at the special rate of \$50 per person. Coverage begins on the day you depart for the Fair(s). You are covered for up to four weeks from this date to accommodate any additional travel plans you may have. Please call our insurance agents at 203.399.5130 to learn more about this plan.

Flights

Alternate flight Gateway Prices: U.S. gateways are available at these round trip prices.

Atlanta	\$ 279
Baltimore	\$ 239
Boston	\$ 159
Chicago	\$ 249
Denver	\$ 269
Des Moines	\$ 249
Detroit	\$ 249
Grand Rapids	\$ 249
Jacksonville	\$ 209
Kansas City	\$ 249
Los Angeles	\$ 299
Memphis	\$ 279
Miami	\$ 209
Minneapolis	\$ 249
Orlando	\$ 209
Pittsburgh	\$ 239
San Antonio	\$ 299
San Francisco	\$ 299
Seattle	\$ 359
St. Louis	\$ 249
Traverse City	\$ 249
Washington D.C.	\$ 159

Flights can involve one or more stops. Also keep in mind these flights will not be met by Camp America ground transportation upon arrival at your final destination. Transportation to the hotel is at your own expense. Additional cities are available upon request.



Terms and Conditions

Participation

1. Good financial standing with Camp America is an absolute condition for participation in the Fair. No camp with an outstanding balance may attend.
2. Camps agree to remain at their booths for the duration of the Fair.
3. Camps agree to participate with the intention of interviewing and hiring international camp staff. Camp representatives must be present on each day of a Fair for which they have registered.
4. Fees for all Fairs are to be paid in full by the set deadlines. Refer to "How To Pay" section for specific dates.
5. Participating camps agree to be courteous to their neighbors and limit the number of staff at their booth at one time. Camp America reserves the right to limit the number of returning staff at your booth.
6. A \$400 charge per applicant, will be incurred for job offers that are rescinded without proper cause.

Registration and Guest Assignments

1. Registration and booth assignments are made on a first-come, first-served basis. The deadline for registration is December 18, 2009. Camp America will do its best to accommodate your requests, but cannot take responsibility if an option fills up before your registration is received.
2. \$99 deposit must be included with your registration for each person attending a Fair. Deposits are non-refundable and non-transferable.

How to Pay

1. You will receive an invoice after your registration is processed. Please make all checks payable to Camp America.
2. Visa, MasterCard and American Express are also accepted. Simply mail or fax your authorization.
3. All tour payments are due December 18, 2009.

Fees

1. Prices quoted on tour pages include: round trip flight from New York City area airports and ground transportation, orientation, accommodation based on double occupancy, breakfast daily, booths, and intra-European transfers.
2. Fees do not include: cost of passport, cost for any necessary visas, excess baggage charges, baggage insurance, lunches, dinners, items of a personal nature, gratuities, and ground transfers for non-New York City area flights.
3. Prices quoted for the multiple city tour packages are based on the basic qualifier packages.

Change Policies and Procedures

1. All changes to existing registrations after December 18, 2009 will incur a minimum \$150 change fee. If your airline tickets have been issued and need to be changed at your request, you will incur an additional fee. Costs will vary due to airline restrictions and contracts. Please note that in some cases, airline tickets will be ticketed up to 45 days prior to departure date. Your account representative will inform you of any additional costs.
2. Once you have started your trip, you agree to work with airlines directly should you require any changes to your itinerary.
3. In the event that you make a change that affects Camp America's ability to find a roommate of the same gender, a single room charge will be incurred.
4. If Camp America is unable to find you a smoking roommate, you will be given the option of sharing a non-smoking room or the single room rate will apply.
5. All requests for changes are dependent on availability of flights and hotels. Any additional charges will be added to your tour price.
6. Changes other than cancellations cannot be made less than 5 business days prior to departure.

Cancellations

1. There will be no cancellation penalty for canceling due to medical reasons provided there is written proof from your attending physician.
2. No refunds will be given in whole or part for any unused portion of the trip.
3. If Camp America is forced to cancel a Fair before your departure, you will receive a full refund of all monies paid for participation in that Fair.
4. Cancellations received in writing on or prior to December 18, 2009 are entitled to a refund less the \$99 non-refundable, non-transferable deposit.
5. Any cancellations to existing registrations received after December 18, 2009 will, in addition to the loss of the deposit, incur a charge of \$150 per person. Additional fees will apply if your flight tickets have already been issued.
6. If you register as "Booth Only" and fail to attend the Fairs, a \$500 no-show penalty will apply.

Late Registrations

1. Full payment is required upon registration, which includes a \$99 non-refundable, non-transferable deposit.
2. New registrations are accepted subject to availability of flights and hotel accommodations.
3. Any changes to your itinerary will incur applicable charges. Please refer to our Change Policies and Procedures section for further information.

Tour Packages

1. Participants wishing to share a room must be registered for the same arrival and departure dates in any hotel, or be otherwise willing to transfer rooms. Additional charges will be incurred if dates of arrival or departure do not match.
2. Camp America can accommodate requests for extended stays. Special requests including flights, additional guests, tour extensions and changes must be received by December 18, 2009. After December 18, changes may be subject to additional charges. Please refer to the Change Policies and Procedures section for further information.

Flights Arranged Through Camp America

1. In general, flight information for February Fairs will be available by mid-January, and for the March Fairs in mid-February. However, due to contract agreements with the airlines, there may be cases where flight information will not be available until later.
2. Flights may contain one or more stops.
3. If you require special flight arrangements, you may be responsible for your transport between the airport and hotel.
4. Seats may not be upgraded at any cost. Flights arranged by Camp America are not guaranteed to be eligible for Frequent Flyer mileage accrual.
5. If you choose to fly from a city other than New York (JFK or Newark Airports only), you will be responsible for all ground transportation and costs between the airport and the hotel. Of course, if you happen to see a Camp America coach at the airport you are welcome to a ride on a space available basis.
6. Camp America will not take responsibility for delayed or canceled flights, schedule changes or missed connections.
7. Airline tickets are non-refundable, non-transferable and non-endorsable to another airline.
8. Please contact the airline directly a few days prior to your departure to request a seat assignment or special meal and to confirm luggage limits.
(Note: Luggage weight restrictions vary by airline and destination).

Important Notes

1. Any special requests you have made concerning your hotel, such as a smoking room or special room location, is likely to delay your ability to check-in. If you have such a request, we ask for your cooperation and patience as we try to accommodate you.
2. Camp America is not responsible for additional airline penalties for overweight baggage, lost luggage, tickets, passports, expired passports/visas or anything else of a personal nature. It is strongly recommended that you purchase travel insurance.
3. Requests for certain booth locations will be assigned on a first-come, first-served basis.

Please keep these guidelines for your own records.