



Edwin M. Lee, Mayor
Philip A. Ginsburg, General Manager

CAMP MATHER - SUMMER 2017 Reservation Rates, Rules and Regulations

NEW REGISTRATION SYSTEM!

Beginning in August 2016, we will be using a new registration system for classes, swim passes and memberships, and Camp Mather lottery registrations.

If you haven't already, please set up a new account today at sfrecpark.org/register

You must read and agree to all of the rules listed below before applying for the Camp Mather Lottery.

LOTTERY REGISTRATION

- There is a \$100 fee for lottery registration. If you receive a reservation, your lottery fee will be applied as a non-refundable, partial payment to your reservation. If you do not receive a reservation and are placed on the waiting list, we will refund the lottery fee of \$100.
- **Registration for the Camp Mather lottery opens on Friday, January 6, 2017 and ends on Friday, February 3, 2017 at 5 PM.** All registrations will be divided into San Francisco resident and non-resident applicants and will be processed based upon a random selection process. All resident requests will be processed before non-residents. Please allow 4-6 weeks for your registration request to be processed. Visits and telephone calls before this time delay the process.
- **Only one registration per family or household**, whether applying for an individual family reservation or a group reservation. You must have a Family Account set up in order to register for the lottery. If you have trouble accessing your account, please call 415-831-2715. If you don't have an account, you can create one online at sfrecpark.org/register

PROOF OF SF RESIDENCY

SF Residents, who receive a reservation: YOU MUST SUBMIT PROOF OF RESIDENCY WITH YOUR \$200 DEPOSIT PAYMENT ON OR BEFORE April 10, 2017. Failure to submit proof of SF residency by the deadline will result in immediate cancellation of your reservation.

- **The following are acceptable proofs of residency:** (1) A copy of 2016 secured property tax bill for a home or business; OR (2) A copy of applicant's California ID, Drivers' License that must be



submitted with a March/April 2017 copy of any HOME utility bill. All documents must have the **same** San Francisco address and **show the name of the person receiving the reservation.**

- Make your \$200 deposit payment online at sfrecpark.org/register and email a copy of a current utility bill or property tax bill to prove you live or own property in SF to: matherreservations@sfgov.org.
- You can also snail-mail proof of residency with \$200 reservation deposit to: Camp Mather Reservations, 501 Stanyan St., SF, CA 94117.

GROUPS:

- A family who wants to reserve a cabin or tent site during the same week as up to 2 other families may register to be entered into the lottery as a group. Each family will register individually, **referencing the other family's email address on the registration form.** Failure to reference this number will result in the registrations being processed individually. **Each family can only be part of ONE group.** If a family is referenced by more than one group, they will be removed from all groups and processed as an individual family.
- **AFTER all parties in the group have registered in the lottery, the group must then fill out, sign and mail in the GROUP FORM in order to complete their group request.**
- All applicants in the group must be San Francisco residents in order for the group to be in the Resident Lottery. The group will receive one lottery number. If you apply as a group, each family in the group must be able to be placed in their own cabin/tent site in order for all families in the group to receive a reservation. **If one family in the group cannot be placed, then all families in the group will be placed on the waiting list as a group only.**
- We will try to book families of groups in the same vicinity of camp if requested. However, this is not guaranteed and if either family gets a cabin that they don't want, they will still be held to the rules regarding cancellations.

RESERVATIONS:

- **NOTE CHANGE: Reservations will be made for 6 nights with Sunday arrival at 2pm and Saturday departures at 10am only.**
- Reservation holders may NOT swap, sell, or give away reservations or meals. The registered customer must be present at check-in at camp and be able to show valid California ID in order to be admitted to camp and to sign-in guests.
- The reservation holder must check in all guests. Guests will not be admitted to camp unless reservation holder is present. If the reservation holder is not checking in on the first day of the reservation, they must inform the **Camp Office at (209) 379-2284** of when they will be checking in. Failure to inform the Camp Office could result in cancellation of your reservation.
- If you receive a reservation, you will not be placed on the waiting list. If you do not receive a reservation, you will automatically be placed on the waiting list for your 3 week choices ranked by lottery number. Applicants on the waiting list must accept their first offer of any of their choices of weeks/cabin size or they will be removed from the waiting list.

- **Proof of an ambulatory disability is required for guests requesting wheelchair accessible cabins.** Acceptable proof will be a copy of applicant's disability card forwarded by mail and postmarked by February 03, 2017.
- Proof of age for youths 12 and under is now required at check-in at Camp Mather. Acceptable proof includes: birth certificate, immunization card, health insurance card, student ID card, or California ID card. If you cannot provide proof of age for youths 12 and under at check-in, you will be charged the full adult overnight guest/meal plan price for that child.
- Applicants may rent EITHER one cabin or one tent site (bring your own tent!), not both.
- Infants (under 24 months) are not included in the occupancy count. We do not provide baby cribs.

WEEKLY RENTAL SCHEDULE

CHECK-IN IS NOW ON SUNDAYS AT 2PM

Week 1: Sunday, May 28 – Saturday, June 3

Inclusion Week: *Open to all families! During this week, Recreation and Parks will also provide trained staff to help facilitate participation of children with disabilities in camp activities, and provide some great new specialized activities as well. We invite you to register for any week at camp, but we encourage you to consider choosing Inclusion Week! We are confident the enhanced activities will benefit children with and without disabilities, as well as offer all the children the opportunity to make new friends! If you register for this week, please indicate on the lottery registration if your child has a disability. If you receive a reservation, our Inclusion Services Coordinator will contact you for more information.*

Week 2: Sunday, June 4 – Saturday, June 10

Week 3: Sunday, June 11 - Saturday, June 17

Week 4: Sunday, June 18 - Saturday, June 24

Week 5: Sunday, June 25 - Saturday, July 1

Week 6: Sunday, July 2 - Saturday, July 8

Week 7: Sunday, July 9 - Saturday, July 15

Week 8: Sunday, July 16 - Saturday, July 22

Week 9: Sunday, July 23 – Saturday, July 29

Week 10: Sunday, July 30 - Saturday, August 5

Week 11: Sunday, August 6 - Saturday, August 12

Please be aware that the minimum capacity for each cabin is one person (the reservation holder) and the maximum capacity for each cabin is the cabin size (including the reservation holder). **Do not** request a cabin that has a capacity less than the number of people who will be staying in the cabin.

The rates below do not include the required **10%** state tax. The cost does include access to all facilities and recreational programming.

<u>Cabin Size</u>	SF Residents Weekly (Sun - Sat)	Non-Residents Weekly (Sun - Sat)
2 person	\$493	\$590
3 person	\$668	\$818
4 person	\$826	\$983
5 person	\$963	\$1151
6 person	\$1082	\$1318
Tent Site (6 person max)	\$255	\$343

OVERNIGHT GUEST/MEAL PLAN:

All overnight guests are required to purchase an overnight guest/meal plan, even guest with specific food restrictions. This rate includes meals from dinner on day of check-in through breakfast on day of check-out and also includes activities for that same time period. Three meals a day are served cafeteria style. We do make accommodations for food allergies. Our menu offerings reflect growing food trends such as gluten free dishes. We do not however offer an exclusive gluten free fare.

Rates are per person and do not include the required 7.50% sales tax. The reservation holder is required to pay the full weekly rate. All overnight guests must pay either a weekly or daily rate, based on the number of nights they stay with the reservation holder.

<u>MEALS</u>	SF RESIDENTS & NON-RESIDENTS	
	Weekly (Sun- Sat)	Daily
Adult (13 & older)	\$247	\$39
Youth (12 & under)	\$143	\$21
Infant (under 24 months)	Free	Free

PAYMENT INFORMATION:

- A lottery **registration/application fee of \$100** is required upon lottery registration.
- If you receive a reservation this fee will be applied to your balance due. If you don't receive a reservation, the lottery registration/application fee will be fully refunded to you.

- Once you receive your reservation confirmation, an initial deposit of \$200 will be due by Monday, **April 10, 2017** in order to retain your reservation. **If you fail to make this \$200 deposit payment by April 10th, your reservation will be cancelled and you forfeit your lottery fee of \$100.**
- For any final payments received or postmarked after the due date, your reservation will immediately be **assessed a 5% late payment penalty of the total amount due.**
- If final payment is not received by the payment due date, and no cancellation request was sent and we can't reach you, your reservation will be **cancelled and filled by a family from the waiting list.**
- All cancellations will forfeit the \$100 lottery application fee. If you cancel **less than 30 days** prior to your arrival date, you will also **lose 50% of your initial deposit or total payment plus the registration/lottery fee.** If you cancel **more than 30 days** prior to your arrival date, your **initial deposit will be refunded, minus the \$100 lottery application fee.**

CANCELLATION, REFUNDS, GUESTS, AND CHANGES TO RESERVATIONS:

- All reservation cancellations must be made by **emailing your cancellation request to matherreservations@sfgov.org**
- Cancellations cannot be made over the telephone.
- All cancellations will forfeit the \$100 lottery application fee.
- If you cancel your reservation **more than** 30 days prior to your arrival date, your initial deposit will be refunded, minus the \$100 lottery/registration application fee.
- If you cancel your reservation **less than** 30 days prior to your arrival date, you will lose 50% of the total fees paid plus the \$100 lottery/registration application fee.
- Cabin location preferences (Lakeside / Dining Hall Side) are **not** guaranteed. If you do not receive your location preference and choose to cancel your reservation, you will still be charged the cancellation fee.
- A **change fee of \$19** is charged **each time** you request for your lottery information or approved reservation changes are made.
- **NO REFUNDS** for reduction of days. All reservations processed through the lottery process are for **6 nights only.**
- You may add or substitute guests up to your cabin/tent site maximum capacity up to one week prior to your arrival date but you will incur a **\$19** processing fee for each addition/change.
- You may remove or reduce overnight guests from your reservation up to 14 days prior to your arrival date but you will incur a **\$19** processing fee for each change. There will be no refunds or downgrading of guests less than 14 days before your arrival date.
- Guests may not exchange reservations, sell unused overnight guest/meal plans or sell available cabin space for use of extra overnight guest/meal plans. Reservations are not interchangeable.
- Individuals who are not listed on your confirmation and do not have wristbands are considered unregistered guests. A day use fee is required for all unregistered guests. This fee allows access to camp facilities but does not include activities, meals, or overnight accommodations. Unregistered guests must vacate the Camp by 7pm. Non-registered guests are not allowed overnight privileges and will be subject to fines of **\$96** per night.
- **No refunds due to leaving camp early for any reason, including due to acts of nature, except in the case of an official evacuation**

PARTIAL STATEMENT OF OTHER RULES AND REGULATIONS:

FEDERAL STATE AND LOCAL LAWS: All guests agree to abide by all Federal, State, and Local laws. The Camp Manager and staff have responsibility and authority for enforcement.

PLEASE REREAD the "CANCELLATION, REFUNDS, GUESTS, AND CHANGES TO RESERVATIONS" portion of the Camp Mather Rates & Regulations document posted on the Camp Mather page at sfrecpark.org.

FINAL PAYMENTS: Final payments must be made at least 30 days prior to arrival date at Camp. If the final payment is not postmarked by the due date indicated on this notice, the reservation may be cancelled without further notice. If your reservation is not cancelled, late payments will incur a 5% surcharge on the balance due. This represents your only notice for payment due.

PROOF OF AGE REQUIRED: Proof of age for youths 12 and under is now required at check-in at Camp Mather. Acceptable proof includes: copy of birth certificate, immunization card, health insurance card, student ID card, or California ID card. If you cannot provide proof of age for youths 12 and under at check-in, you will be charged the full adult overnight guest/meal plan price for that child.

CHECK-IN AND CHECK-OUT: Check-in at 1pm on Sunday. Check-out at 10am on Saturday. If you will not be checking in on the first day of your reservation, you must call the Camp Mather office (see number below) to let them know. All guests of camp will be required to check-in and check-out of camp. The telephone number to Camp Mather is (209) 379-2284. You may send mail and correspondence to: Mather Family Camp, 35250 Mather Road, Groveland, California 95321.

MEALS: The first meal available upon check-in is dinner, served from 5:25p.m.-6:15p.m. We cannot hold dinner for you on that day if you arrive later than this time.

ADULT SUPERVISION: All guests under 21 years of age must be supervised by the adult reservation holder in the cabin or tent site over night during sleeping hours.

NO VEHICLES: No sleeping over night in vehicles or campers. All vehicles must be parked in the approved space unless otherwise authorized by the Camp Manager.

INCLEMENT WEATHER POLICY: If the roads leading to camp are closed by the appropriate authorities (CHP or local sheriff's personnel) then all paid-in-full applicants will be entitled to a partial refund. However, should the roads re-open and a refund is applicable and requested, then it will be based on the number of days that camp was accessible. Heavy rains or snow during the week of a Camp Mather session, will not entitle guests to refunds.

CUSTOMER IDENTIFICATION: To check in, all registered reservation holders must provide the copy of their reservation contract and their California ID showing the same address as the contract. If your ID doesn't reflect your current SF resident address, you must provide proof of residency or pay the non-resident rate. Guests are not required to provide identification.

QUIET ENJOYMENT AND RESPECT FOR OTHERS: Camp "Quiet Period" begins at 10:30p.m. and ends at 8:00a.m.

BICYCLE SAFETY RULES: Each guest at camp will observe all bicycle safety rules of the road and park or ride bikes in the designated areas. Children under 18 are required to wear a helmet when riding a bicycle.

SKATEBOARDS & SCOOTERS: Motorized skateboards and scooters are not allowed in Camp.

NEW ROPES COURSE: No campers are allowed in the ropes course area at any time unless accompanied by a staff person or participating in staff led activities.

IDENTIFICATION WRISTBANDS: All registered guests are issued an ID wristband upon arrival. These wristbands should not be removed while at camp. You may not obtain a meal without a wristband. Replacements are \$10.

NO FIRES: Due to the tremendous fire risk, no camp fires, camp stoves, or open flame devices are allowed on the premises. All Camp Mather sanctioned camp fire programs will be supervised by Camp Mather staff.

PETS: Pets are not allowed at Camp Mather. Please call ahead to alert us to your bringing an ADA dog.

COMPLETE COPIES OF CAMP RULES, REGULATIONS AND POLICIES ARE AVAILABLE ONLINE AT sfrecpark.org OR AT THE CAMP MATHER OFFICE, ON-SITE, NEAR THE CAMP STORE.