

UCA / UDA Camp Payment and Procedures – Resort Camps

- A \$100 per person deposit is required 60 days prior to the start date of your selected camp along with your squad/team's rooming list. This deposit is non-refundable and non-transferable. Camp reservations are not "confirmed" until deposits or school purchase orders are received. Reservations will be on a first come first served basis depending on receipt of deposit.
- Balance of payment is due 45 days prior to camp. If you are not able to have payment in our office by this time, we must have a school purchase order, credit card or promise to pay statement on school letterhead signed by your school principal to guarantee your reservations at camp. All-Star Gyms must be paid in full prior to camp (no gym checks will be accepted, only cashier's checks, money orders or credit cards).
- **Payments will not be accepted at camp.** All payments must be in the National office (Memphis, TN) 45 days prior to camp. No one will be allowed to attend camp without paying in full.
- UCA/UDA does not assign roommates; the rooming list must be completed within your school.
- All room list changes must be submitted in writing by fax or email to the Memphis office. The fax number is 800-969-8295 and the email address is jdiggs@varsityspirit.com
- Squads/teams wanting to change to another camp session within 5 weeks of camp will be responsible for any hotel fees (due to guarantees) as well as full payment of the new session.
- Changes made within four weeks of camp will require a fee of \$10 per change.
- Changes made within four weeks of camp that result in a room cancellation (using less rooms) will be required to pay fees based on hotel fees.
- Please send a copy of your invoice along with your payment to insure proper credit to your account. Please note any changes to the number attending on your invoice (if males/females are attending, please indicate the number of each). Fees may apply, according to the date you make changes.

UCA/UDA accepts a school check, school purchase order, money order, cashier's check, Visa, MasterCard, Discover and American Express. If you are paying by school check, send one check for our entire squad/team. UCA/UDA does not accept personal checks or gym checks.

Mail Payments to:

UCA/UDA Summer Camps-Resorts
PO Box 752790
Memphis, TN 38175-2790

Federal Express Address:

UCA/UDA Summer Camps-Resorts
6745 Lenox Center Court, Suite 300
Memphis, TN 38115