

Burton 4-H Center Reservation Planning

All correspondence and questions should be directed to:

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The reservation calendar fills quickly, please contact our office for available dates. We will hold tentative reservations for you, and mail you a contract. To confirm your reservation on the Burton 4-H Center calendar, return your signed contract along with the **non-refundable** deposit (amount designated on contract; usually \$200).

Incurred Costs

The Burton 4-H Center will accept a 10% drop in attendance at no charge. Beyond a 10% drop, there will be a \$10 per person charge for space reserved but not showing. Schools canceling less than 60 days prior to their scheduled arrival date will lose \$25 per person for each reserved space plus their deposit. Schools canceling 60-120 days prior to their scheduled arrival date will lose \$10 per person for each reserved space plus their deposit. Schools canceling more than 120 days prior to their scheduled arrival date will lose their deposit. Prevent these charges by keeping the Burton 4-H Center updated on number of attendees.

Transportation

You provide transportation between Burton 4-H Center and your school. We will provide transportation for classes occurring during the field study. **Our vehicles are not wheelchair accessible.** With a strong adult to assist, wheelchair-bound students can fully participate in all programs. **Each school must bring an extra vehicle to provide transportation in case a camper needs to go to the hospital during your stay.**

Instructors

The Burton 4-H Center provides a full-time teaching staff during designated day and evening classes. Each visiting group will be in charge of school led activities on one evening of your visit, as well as a field trip off-site on the last day of your visit.

Chaperones

Chaperones assist with class activities and child supervision throughout the field study. All adults accompanying a group are considered chaperones. Please relay expectations to all attending adults **prior** to their commitment to the field study. We require at least one chaperone per teaching group and a minimum of one chaperone per dorm. All adults pay the same field study fee as the children. If you have any questions, please contact us.