



Premiere Payment Plan and Procedures

Steps to Register:

1. A confirmation email will be sent to you verifying your registration. This email will include all of your registration and customization forms that need to be filled out and sent back to us.
2. Fill out your registration and customization forms and mail with your non-refundable camp deposit of \$150 within 10 business days. You are not fully registered for camp until we have received your deposit and registration forms.
3. You will receive an email with an invoice for your remaining camp balance less your deposit (minimum charge of 12 participants).
4. Mail in payment for the full amount listed on your invoice 3 weeks prior to the first day of camp. You may make multiple payments, however, your camp balance must be \$0.00 three weeks prior to the first day of camp. If your balance is not at \$0.00, your scheduled camp dates will be put on hold. You will then have to re-schedule a later camp.

Accepted forms of payment:

- Booster Club Checks
- School Issued Checks
- Money Orders
- Purchase Orders (must be paid before the 1st day of camp)
- Cashiers Checks
- Credit Cards (a 2% additional charge will be added to your invoice)

***Premiere DOES NOT accept personal checks or cash.

***All checks must be made payable to "Premiere Cheer Camps"

Payment Details:

1. **Deposits:** Upon registering your camp with a representative, either by email or phone, you will receive a confirmation email which includes verification of your selected camp option and camp date(s). Your non-refundable deposit of \$150.00 must be received within 10 days of registration. Please mail your deposit with your Registration Form to the address listed below. **Once your deposit has been paid and registration form has been sent, you are officially registered.** Your deposit is non-refundable, however should you need to change dates or times, please let us know and we can transfer your deposit as needed.
2. **Remaining Balance:** Your camp balance provided in your invoice is due 3 weeks prior to the first day of camp. There is a minimum charge of 12 participants.
3. **Late Payment Fees:** Late Payments will be processed in addition to the following percentage charge based upon how late your camp payment is:

1-30 Days Past Due: 3% of Total Invoice Charge Added

31-60 Days Past Due: 6% of Total Invoice Charge Added
61+ Days Past Due: 10% of Total Invoice Charge Added

4. **Camp Cancellations:** Camp cancellations must be received in writing by email at premierecheer@yahoo.com or by mailing to:

Premiere Cheer Camps
PO Box 967
Murray, KY 42071

Cancellation Deadlines:

3 weeks prior to camp: 100% of camp tuition will be retained by Premiere.
2 weeks prior to camp: 50% of camp tuition will be retained by Premiere.
1 week prior to camp: Full refund less your \$150.00 camp deposit will be issued.

5. **Refund Requests:** All refund requests must be submitted in writing via email or by mail and will be processed after the camp is completed and closed by our office. Refund requests must be submitted within 30 days of last day of camp. **Individual participant cancellations within three weeks of the first day of camp are not eligible for a refund.**