

DEPARTMENT OF PARKS & COMMUNITY RENEWAL
Ron Zuber, Director

**Trailside Nature & Science Center Summer Camp & Family Program
2012 Registration Procedures**

**BOARD OF
CHOSEN FREEHOLDERS**

ALEXANDER MIRABELLA
Chairman

LINDA CARTER
Vice Chairman

ANGEL G. ESTRADA

CHRISTOPHER HUDAK

MOHAMED S. JALLOH

BETTE JANE KOWALSKI

DEBORAH P. SCANLON

DANIEL P. SULLIVAN

VERNELL WRIGHT

ALFRED J. FAELLA
County Manager

M. ELIZABETH GENIEVICH,
C.M.C., M.P.A.
Deputy County Manager

ROBERT E. BARRY, ESQ.
County Counsel

NICOLE L. DIRADO,
C.M.C., M.P.A.
Clerk of the Board

The Union County Department of Parks & Community Renewal recognizes the need to conduct a fair and efficient registration system to handle the demand for Trailside's summer camps. A lottery system will be used to determine your place in line for summer program registration on Saturday, March 3, 2012. Summer brochures and registration cards will be distributed when you draw a lottery number. If you have any questions please call Trailside at (908) 789-3670.

Draw a Lottery Number – February 11 through February 24, 2012

1. Beginning on Saturday, February 11 through Friday, February 24, 2012 from Noon-5 p.m., Union County residents may visit Trailside to draw a lottery number.
2. This number will indicate the registrant's position on line for Summer Registration on Saturday, March 3, 2012 from 8 a.m. - 5 p.m.
3. Your lottery ticket also will indicate the time you should arrive at Trailside on March 3, 2012. This will eliminate the need for you to stand in line for an extended period of time.
4. **There are more than 500 numbers. The lottery will be conducted through February 24, 2012 unless all tickets are drawn before that date.**
5. Proof of residency, such as a valid driver's license in one of Union County's 21 communities, will be required to draw a number.
6. **Only one number may be drawn per family/address. You may only pick a lottery number for your own family.**
7. The registrant's name, address, lottery number and registration arrival time will be recorded when the lottery number is chosen.

Union County Resident Registration Day–Saturday, March 3, 2012- 8 a.m. - 5 p.m.

1. You must bring your lottery ticket with you to registration.
2. **Registrants must be present when their name and number is called, or their position in line will be forfeited.** If the registrant arrives after their number is called, but within their designated hour, they may register at the end of their one-hour time block. If the registrant misses their one-hour block of time, they may return at 4:30p.m. to register.
3. A person may register **ONLY** their children/family with their lottery ticket.
4. If a person cannot be present at their appointed registration time, they may send a representative. The representative must have the family's lottery ticket, must come at the appointed time, and may register only the children/family of the name on the lottery ticket.
 - **Summer 2012 camp sessions will be limited as follows:**

A. Children in the Pre-First Grade programs

TRAILSIDE NATURE AND SCIENCE CENTER

DEPARTMENT OF PARKS & COMMUNITY RENEWAL

Ron Zuber, Director

- Limited to two (2) weeks of camp and cannot repeat the same camp session.
- Will not be permitted to take a morning and afternoon session during the camp week.

BOARD OF
CHOSEN FREEHOLDERS

ALEXANDER MIRABELLA
Chairman

LINDA CARTER
Vice Chairman

ANGEL G. ESTRADA

CHRISTOPHER HUDAK

MOHAMED S. JALLOH

BETTE JANE KOWALSKI

DEBORAH P. SCANLON

DANIEL P. SULLIVAN

VERNELL WRIGHT

ALFRED J. FAELLA
County Manager

M. ELIZABETH GENIEVICH,
C.M.C., M.P.A.
Deputy County Manager

ROBERT E. BARRY, ESQ.
County Counsel

NICOLE L. DiRADO,
C.M.C., M.P.A.
Clerk of the Board

B. Children entering the 1st - 9th Grade Camps

- Limited to two (2) weeks of full-day combination camps or four (4) weeks of half-day camps.
- Camp sessions cannot be repeated.

C. Family & Evening Programs

- Families will not be permitted to repeat the same Friday Family or Evening program.

D. Waitlist Books

- As camps and family programs fill, waitlist books will be available for each program.

Out-of-County Resident Registration – Monday, March 5, 2012 - Noon - 4:45 p.m.

1. Registration for Out-of-County residents will take place on Monday, March 5 from 12-4:45 p.m. Lottery numbers will not be required.
2. Not all camps/programs/workshops fill the first weekend of registration. Registration for Union County and Out-of-County residents will continue Noon-4:45 p.m. daily until classes are filled.

Payment Policies

1. Payments must be made in full. Make checks payable to "County of Union."
2. MasterCard and Visa credit cards are accepted in person.
3. *Once payment is made for a camp/program, registration is final. No changes will be accepted on registration day, March 3, 2012.*

Cancellation Policies

1. Refunds will be given from March 5 to May 31 with a non-refundable registration fee of \$30 charged for **each** pre-first grade program, **each** half-day session of camp and **each family** enrolled in the overnight Family Campout for beginners.
2. **No refunds will be given after May 31 for any summer camp program. Credits will not be given at any time for summer camp programs. No exceptions.**
3. Credits or refunds will not be given at **any** time for Friday Family, Tuesday Evening or Family Campfires.
4. Trailside credits will only be issued for evening and family programs *cancelled by Trailside*. Credits are valid for one year from the date of issue and can be used toward any Trailside program.

TRAILSIDE NATURE AND SCIENCE CENTER

DEPARTMENT OF PARKS & COMMUNITY RENEWAL

Ron Zuber, Director

General Policies

1. Program spaces are non-exchangeable and non-transferable.
2. Trailside programs are tailored to the abilities of different aged children. When registering for camp and family programs, please pay attention to the age guidelines.
3. Trailside cannot allow inappropriately (younger or older than the age specifications for each camp/program) aged children to attend camps *or family* programs. If an inappropriately aged child attends a program, the child will be removed and no credit or refund will be issued.
4. Please call Trailside if your child/family cannot attend a camp/program. Trailside will call names from the waitlist until the space is filled.

**BOARD OF
CHOSEN FREEHOLDERS**

ALEXANDER MIRABELLA
Chairman

LINDA CARTER
Vice Chairman

ANGEL G. ESTRADA

CHRISTOPHER HUDAK

MOHAMED S. JALLOH

BETTE JANE KOWALSKI

DEBORAH P. SCANLON

DANIEL P. SULLIVAN

VERNELL WRIGHT

ALFRED J. FAELLA
County Manager

M. ELIZABETH GENIEVICH,
C.M.C., M.P.A.
Deputy County Manager

ROBERT E. BARRY, ESQ.
County Counsel

NICOLE L. DIRADO,
C.M.C., M.P.A.
Clerk of the Board

TRAILSIDE NATURE AND SCIENCE CENTER

452 New Providence Road

Mountainside, NJ 07092

(908)789-3670

fax(908)789-3270

www.ucnj.org

We're Connected to You!

