



Biddeford Recreation Summer Camp Enrollment Guide for Families

STEP 1: Submit your Participant Enrollment Form

- **BIDDEFORD RESIDENT REGISTRATION OPENS: Tuesday, April 1st, 2025 at 9:00AM**
- **NON-RESIDENT REGISTRATION OPENS: Tuesday, April 22nd, 2025 at 9:00AM**
- **Please note: forms received on earlier dates or at earlier times will not be accepted**

How to Submit your Forms:

- **New Families to Biddeford Recreation Summer Camp:**
 - Please make sure you have an account at www.biddefordrec.com
 - Download our Summer Camp Registration Form and Waiver.
 - Complete at home – *this form must be typed.*
 - Submit by email to summercamp@biddefordmaine.org or in person at the Recreation Main Office at 189 Alfred Street.
- **Returning Summer Camp 2024 or Cub Care '24-'25 Participants:**
 - Send an email to request a rollover of your current form to summercamp@biddefordmaine.org.
 - **Please note:** if you have any changes to your form, a new enrollment form is required. This includes updates such as new contact info, updated medical or behavioral info, new individuals for your approved pick-up list, etc.

STEP 2: Summer Camp 2025 Membership

Once enrollment forms are received by the Recreation Department, these will be reviewed and processed in your online household account by a member of our childcare programs team. You will receive an email invoice for your \$25.00 Summer Camp membership fee and your child will be assigned to their grade-appropriate attendance group. All enrollments will receive a separate email acknowledgment of your enrollment form being processed with information on next steps.

Membership fee invoices will show in your account under “Balances” and payment is due upon receipt to complete your camp enrollment. In-person enrollments will pay the membership fee at that time. *These fees cover t-shirt costs for participants and are not eligible for financial aid or sibling discounts.*

STEP 3: Select your Payment Options

Once you have submitted your forms and paid your billed invoice, you must now choose your payment options. Each camp offers Full Summer Options starting in April and Weekly options starting in May for weeks remaining, prices as noted online based on residency. These options are available for financial aid and discounts are available for siblings. Please use our “Summer Camp Payments” page to select your options and follow the prompts to check-out.

Questions? Email summercamp@biddefordmaine.org. Thank you!