



Membership Annual Compliance

Dear Member,

At ACCPO/CAPOC, our goal is to share best cancer-camping practices to ensure every child affected by childhood cancer in Canada has the opportunity to participate in the safest camp possible. You as a member camp have agreed and committed to uphold these better practices in an effort to achieve this goal.

Each year to ensure that these high standards continue to be upheld and implemented across our membership, each member camp is responsible to review the ACCPO/CAPOC guidelines and ensure that their own policies and procedures reflect these best practices.

The attached form is to be used as a tool for both Provisional or Gold Star members of ACCPO/CAPOC. Completing the guideline review, submitting your completed Annual Compliance and membership fee is mandatory for all member camps each year. Please complete and return this form no later than **January 31st** to:

Attn: ACCPO/CAPOC Membership Committee
940 Queensdale Ave. East
Hamilton, ON., L8V 1N4
kelleys@camptrillium.com

Thank you for your continued dedication to safe and fun pediatric oncology camping!

Yours in camping,
ACCPO/CAPOC Membership Committee

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Camp Contact Information

Has any camp or contact information changed? Yes NO

Camp Official Name: _____

Camp Contact Name: _____ Title: _____

Phone Number: (____) _____ Fax: (____) _____

Email: _____

Mailing address: _____

City: _____ Province/Territory: _____ Postal Code: _____

Camp Website: _____

ACCPO/CAPOC Membership

Camp/Program current Membership Status with ACCPO/CAPOC is:

Provisional Member Year of Intended Peer Visit: _____

Gold Star Member Year of Last Peer Visit: _____

Is your camp/program requesting/requiring a Peer Visit this year? Yes No

Gold Star Membership needs to be reviewed every 3 years and Provisional Membership requires a peer visit in their second year as a Provisional member.

As a Gold Star Member your camp/program is able to help ACCPO/CAPOC perform the Peer Visits.

Are you able to send a representative to be a Peer Visitor? Yes No Unsure

If so, please write the volunteer(s) name and contact below:

Full Name: _____ Phone: (____) _____

Email Address: _____

Availability for visits (either province, city &/or timing please indicate):

- I/We have enclosed my payment of \$ _____ for membership for the year of **2017**
(see back for Membership fees)
- Yes, I/We _____ *(printed name)*, representative of _____ *(printed official camp name)*, have reviewed the ACCPO/CAPOC Gold Star Standards and our camps policies and procedures. We are in full compliance and good standing within our membership status.

Signature _____
Date

The Signing Representative should be the operator/director/owner and have signing authority of the identified member camp. Documentation does not need to be provided with this form.

Membership Fees

Membership fees are submitted annually (along with Annual Compliance Letter), which helps to cover the operational and administration costs of ACCPO/CAPOC. This enables members to invest and help support paediatric oncology children and families across Canada to have the best opportunities in oncology camping.

PROVISIONAL MEMBERSHIP

1st year Annual Fee \$50 + commitment to become a Gold Star Member

2nd year Annual Fee \$50 + commitment to be reviewed as a Gold Star Member + cost of visitor up to \$500

- If at January 1st of the second year you are not ready to be reviewed to become a Gold Star member, your application to extend your Provisional Membership term for an additional year will be assessed by the Membership Committee and must be approved by the Board
- If your second year results in a successful Gold Star Review Visit, your membership status will be changed for January 1st of the next year and you will pay Gold Star Membership fees for that year.

For Example: Summer 2019 visit = Jan. 2020 status change
 Summer 2022 Re-visit
 Jan. 2023 status change

GOLD STAR MEMBERSHIP

Gold Star Membership fees are based on a sliding fee scale; *Gross yearly expenses to operate oncology “camp” program (Camp program is a recreational day and/or overnight experience)*. The fee covers camps with multiple programs, sites and/or camps.

Fee scale for Gold Star Members

- \$1 000 000 or more = Annual fee is \$550
- \$500, 000 to \$999, 999 = Annual fee is \$400
- \$100, 000 to \$499, 999 = Annual fee is \$250
- Less than \$100 000 = Annual fee is \$100

All Member fees are paid annually, both Provisional and Gold Star members. Members are responsible for the cost of a Gold Star Review visitor to complete their accreditation up to \$500 every 3 years.

 Please Tear here to keep a copy for your Receipt

ACCPO/CAPOC Membership Invoice

MEMBERSHIP FEE INVOICE

TO: _____
Camp/Program Name

Year: _____

Pay to the Order of: The Canadian Association of Pediatric Oncology Camps, ACCPO/CAPOC

Fees Owning:

- Provisional Member Fee: \$50.00
- Gold Star Member Fee: \$_____ (please write in your fee according to the sliding fee scale)

Payment Method: *(Please send your cheque and Annual Compliance form together)*

- Enclosed Cheque



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Paypal via website at www.cancercamps.ca

Date submitted: _____