



## Zajac Ranch Autism Funding Guide

If you plan to use Autism Funding (AFU) to pay for camp fees, please follow the steps outlined below. **Important:** AFU no longer reimburses families directly. All payments must now be made directly to Zajac Ranch upon receipt of an invoice.

To ensure a smooth process, **please complete the following steps:**

### 1. Indicate Your Funding Source on the Camper Application

In the "Payment of Camp Fees" section of the Online Camper Application, check the box labeled "Autism Funding" to indicate that you will be using AFU to pay camp fees.

### 2. Submit a 'Request to Pay' Through Your AFU Portal

- Submit a Request to Pay for \$1,880, listing "Zajac Ranch Society" as the Service Provider.
- Timing: Please submit this request at the same time as your Camper Application. This ensures that Zajac Ranch receives a billing number prior to your camper's arrival.

#### Helpful Resources:

- Request to Pay form: Download the form [here](#)
- Submit the completed form via My Family Services for the fastest processing.

### 3. AFU Sends Approval and Billing Number to Zajac Ranch

Once your Request to Pay is approved, AFU will send a letter and billing number directly to Zajac Ranch. We will include this information on your camper's invoice.

### 4. Submit Your AFU Request Early

This process can take up to one month. To avoid delays and prevent paying a deposit, submit your Request to Pay as early as possible.

### 5. Zajac Ranch Submits Invoices After Camp

Invoices will be submitted to AFU after camp concludes. You do not need to submit anything further unless requested.

#### Important: Deposit Policy

If Zajac Ranch has not received an AFU Billing Number at least three weeks before camp, you will be required to pay a \$940 deposit by credit card to secure your camper's spot.

- If the AFU Billing Number is later received, your deposit will be fully refunded.
- If no billing number is received, Zajac Ranch will apply your deposit as payment for camp fees.

#### Questions?

We're happy to help.

Email: [info@zajacranch.com](mailto:info@zajacranch.com) or Phone: 604-739-0444