



Residential / Day Youth Camp License Application (Initial & Renewal)

Youth Camp Licensing Qualifying Questions

Please answer the following questions to determine eligibility for license and if the definition of a Youth Camp is met as per § 265. 11 Definitions (25) & (26) and (27) of Texas Youth Camps Safety & Health Rules

(Circle Yes or No):

Yes	No	Is your camp required to be licensed with the Department of Family and Protective Services? (for more information, visit: Contact Child Care Licensing)
Yes	No	Will your camp operate for more than 120 days per calendar year?
Yes	No	Is your camp operated by or on the campus of an institution of higher education or a private/independent institution of higher education?

If you answered **"Yes"** to any of the above questions, your camp does **not** qualify for a youth camp license.

Yes	No	Will your camp offer <u>at least two</u> youth camp specialized activities in an outdoor setting such as waterfront activities, archery, horseback riding, challenge courses, or riflery that requires special technical skills, equipment, or safety regulations?
Yes	No	Will your camp accommodate at least five minors during each camp session?
Yes	No	Will your campers attend for a period of four or more consecutive days?
Yes	No	Will campers attend for more than four hours per day?

If you answered **"No"** to any of the above questions, your camp does **not** qualify for a youth camp license.

Fees:

	License Fee	TOL Fee	Total
Initial day youth camp	\$250	NA	\$250
Initial residential youth camp	\$750	NA	\$750
Renewal day youth camp operating less than 10 days per year	\$50	\$2	\$52
Renewal day youth camp operating 10 or more days per year	\$150	\$5	\$155
Renewal residential youth camp operating less than 10 days per year	\$100	\$3	\$103
Renewal residential youth camp operating 10 or more days per year	\$450	\$14	\$464

Failure to complete **each section** of the application or to **submit the appropriate fee** will delay the issuance of the license.

Camps may not operate in Texas without a current youth camp license.

Reason For Applying (Check all that apply)				
<input type="checkbox"/> New Camp (Initial)				
<input type="checkbox"/> New Owner or Operator (Initial)				
		Former Owner or Operator		License #
<input type="checkbox"/> New Location (Initial)				
		Previous Location (Include city, state & zip)		License #
<input type="checkbox"/> License Renewal				
		License #		
<input type="checkbox"/> New Name				
		Former Name		License #
Camp Name & Location Information				
Camp Name			Camp Phone #	
Camp Physical Location Address (DO NOT USE A PO BOX)				
City		State	Zip	County
Camp Information				
Day Camp	Camp Opening Date	Camp Opening Time	Camp Closing Date	Camp Closing Time
Dates Camp Closed			Dates Off-Site	
Onsite Director's Name			Onsite Director's Phone #	
Residential Camp	Camp Opening Date	Camp Opening Time	Camp Closing Date	Camp Closing Time
Dates Camp Closed			Dates Off-Site	
Onsite Director's Name			Onsite Director's Phone #	
Owner, Corporation, or Non-Profit Information				
Name of Owner/Company/Non-Profit Organization				
Address		City	State	Zip
Owner Phone #			Owner Fax #	

Mailing Address Information (Address where license should be mailed)			
Address	City	State	Zip
Email Address:			
Youth Camp Specialized Activity			
List two youth camp specialized activities in an outdoor setting such as waterfront activities, archery, horseback riding, challenge courses, or riflery that requires special technical skills, equipment or safety regulations to be offered at your camp. 1. _____ 2. _____			
Initial Applications Only			
What is the earliest date that the camp will be ready for inspection? Date: _____ Please refer to the inspection procedure and checklist at www.dshs.texas.gov/youthcamp to ensure that the camp/facility is ready for inspection. All camps that require a new license must be ready for inspection in early May in order to ensure that the inspection is conducted and the license is issued prior to camp opening.			
Certification Statement			
By signing this application, I certify that I am an officer, owner or other party authorized to sign this document on behalf of the entity/company that operates this youth camp. I certify that all information in this application is true and correct. I further certify that I, on behalf of this entity/company, agree to establish, operate and maintain a youth camp in compliance with all provisions of the Act (Texas Youth Camp Safety and Health Act, Chapter 141 of the Health and Safety Code) and its rules (Texas Administrative Code, Title 25, Chapter 265, Subchapter B, including section 265.12, Directors, Supervisors and Staff).			
Signature:		Title:	
Print:		Date:	

Important Information

- You may also renew online at <https://vo.ras.dshs.state.tx.us>.
- In accordance with Texas Health and Safety Code, Section 141.004 (b), youth camps applying for a new license, whether a new facility, camp, transfer of ownership or physical relocation of an existing facility, must pass a pre-licensing inspection prior to the issuance of a license. All camps are subject to random unannounced inspections during the camping season, in addition to pre-licensing inspections.
- For assistance in completing this application, please call (512) 834-6600.
- Make check payable to: **Department of State Health Services**

Mail the completed application
and fee to:

Environmental & Sanitation Unit MC 2003
Department of State Health Services
Business Filing & Verification Section
P.O. Box 149347
Austin, TX 78714-9347

Privacy Notification

With few exceptions, you have the right to request and be informed about information that the State of Texas collects about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect. See <http://www.dshs.texas.gov> for information on Privacy Notification. (Reference: Government Code, Section 552.021, 552.023, 559.003 and 559.004)