

PROGRAM REGISTRATION FORM

Franklin Park Borough
Parks & Recreation Department
2344 West Ingomar Road, Pittsburgh, PA 15237
Phone: 412-364-4115, Ext. 318 or Ext. 347 Fax: 412-366-4406

Please fill out one registration form for each program. Feel free to copy the form, request additional forms, or download from the Borough website (www.franklinparkborough.us) if needed. **Make all checks payable to Franklin Park Borough.** The Borough reserves the right to photograph all programs and events and use pictures for promotional reasons.

Please print and complete all information.

Program Name _____ Session/Time _____ Program Fee: \$ _____

Participant's Name: _____ Participant's Birth Date: _____ Age _____ Sex: M ___ F ___

Parent/Guardian Name: First/Last: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell/Emergency Phone: _____

E-Mail Address: _____ Are you a Borough resident? Yes ___ No ___

How did you hear about the program? _____

Is the participant right handed or left handed? _____ T-shirt size: _____

Does participant have any medical concerns? If so, please list:

LIABILITY WAIVER

In consideration of my or my child's participation in all of the Franklin Park Borough Recreational Program activities in which I or my child participate(s), I, intending to be legally bound, do hereby, for myself, my heirs, executors and administrators, waive and release, acquit and forever discharge the Borough of Franklin Park, or the Borough of Franklin Park's Recreation and Parks Department, or any of their officers, agents, volunteers working under the direction of the Borough, firms and corporations, whether herein named or referred to or not, from any and all future rights, claims, causes of action, civil claims, demands, costs, attorney fees, loss of service, expenses, compensation, third party actions, suits at law or equity, including suits for contribution and indemnity, of whatever nature, and all consequential damages on account of, or in any way associated with the abovementioned program or with arriving to and/or returning from any activity associated with the program.

I/we further state that I/we have carefully read the foregoing release and know the contents thereof, and I/we sign the same as my/our own free act. I/we acknowledge that signature by either parent or by one guardian hereby binds all parents and/or guardians of any minor participant.

I have read and fully understand the Liability Waiver and program policies on this form.

Signature of Participant/Parent/Guardian: _____ Date: _____



OFFICE USE ONLY

Program Registration Number: _____ Date Received: _____

Fee Paid \$ _____ Check Number: _____ Cash _____



PROGRAM REGISTRATION INFORMATION

Priority Registration Policy

Please register early. Programs are filled on a first-come, first-served basis.

Waiting Lists

When programs reach their maximum enrollment, interested participants are placed on a waiting list in the order registrations are received. These lists provide us with a name and phone number in case of cancellations or the addition of new classes.

Program Cancellations or Changes

The Borough reserves the right to cancel, postpone, or change the time, date, cost or location of programs or to make any revisions that may be necessary.

Refunds

Refunds will be granted according to the following guidelines:

1. If a minimum number of participants are not reached, the program will be cancelled and a full refund will be issued.
2. If a maximum number of participants are reached, the program will be closed and a full refund will be issued.
3. If for any unforeseen reason the Borough has to cancel a program, a full refund will be issued.
4. All requests for refunds must be submitted in writing to the Borough at least one week prior to the program start date. No refunds will be issued after that time. A processing fee of \$10.00 or 25% of the program fee, whichever is less, will be deducted from the refund amount.

Please allow 2-4 weeks for refunds to be processed.

Program Fees

Program fees are determined by the instructor's fee and include supply costs and other expenses for minimum enrollment. All fees collected support and finance the program.

NOTE: Some classes may require additional fees or supplies.