

Marblehead Recreation & Parks Program General Registration Form

Please return this form to the Recreation & Parks Department, 10 Humphrey St., Marblehead, MA 01945

PARENT/LEGAL GUARDIAN NAME		EMAIL
CELL PHONE	CELL PROVIDER	HOME/WORK PHONE
HOME ADDRESS		
EMERGENCY CONTACT		EMAIL ADDRESS
CELL PHONE	CELL PROVIDER	HOME/WORK PHONE

Participant's Name	Gender	DOB	Grade	Program Name	Start Date	Fee

Payment Method: CASH CHECK # _____ **Total:** _____

Make checks payable to "Town of Marblehead"

Do any of the participants listed above have any medical concerns/allergies that we should be made aware of?

No Yes Name: _____ Describe: _____

Is an epi-pen prescribed? No Yes (participant is required to bring to program)

Can we use images taken of participant in our programs for promotion or media purposes? No Yes

Cancellation and refund request information: All program fees must be paid in full at the time of registration. **Please note:** Our instructors agree to teach based on enrollment, so no refunds will be given if you choose not to attend any classes you are enrolled in. Generally no refunds will be issued after a class begins. Refunds will be given in the following circumstances:

- Participant cancellations due to a serious illness or injury:** Prorated refunds for injury or serious illness are given if written medical verification from your physician is received **prior** to the end of the program. This refund will be pro-rated to the number of classes left in the program after our office receives the verification. **No** refund will be given if we receive the written medical verification after the end of the program.
- Participant cancellation requests for other reasons:** All cancellations and refund requests **must** be in writing and are subject to the following cancellation fees: \$10 fee for each program that meets 1-2 times per week; \$25.00 fee for each program that meets 3 or more times per week.
- For Summer Programs:** cancellation requests **must** be received at least 14 days prior to the start date; otherwise no refund will be provided unless written medical verification is presented.
- Department cancellations:** If the Department cancels a program due to insufficient enrollment, a full refund will be provided. Cancellation for this reason of a Fall, Winter, or Spring program typically happens 2 business days prior to the program start date; cancellation of a Summer program typically happens 2 weeks prior to the program start date.
- Weather cancellations:** If a class is cancelled due to the weather, a make-up class will typically be scheduled to honor the original number of meetings. If a make-up is not possible, a refund will be processed at the end of the program for the cancelled class.

Program Behavior: All participants are entitled to a pleasant and safe environment in the Marblehead Recreation & Parks programs. While partaking in our programs, participants are expected to demonstrate appropriate behavior and conduct. In the cases of inappropriate behavior or conduct deemed extreme or repetitive by the Instructor, participants may be suspended or asked to leave the program without a refund.

Initial _____

Marblehead Recreational & Parks Consent & Release Form

I, _____, the undersigned PARENT OR LEGAL GUARDIAN of the above-named participant(s) or participants do hereby consent to participation in the above listed athletic and/or recreational program(s) of the Town of Marblehead.

I agree and covenant to forever RELEASE, acquit, discharge and hold harmless the Town of Marblehead, its Recreation and Parks Department and any and all Town employees, agents, board members, volunteers and any and all individuals and organizations assisting or participating in the voluntary athletic or recreational programs of the Town of Marblehead (hereinafter, collectively, the "Town of Marblehead") from any and all claims of any nature or kind whatsoever, actions, rights of action and causes of action, damages, costs, expenses and fees, except those resulting from the Town's gross negligence or intentional, reckless or willful misconduct, that may have arisen in the past or which may arise in the future, directly or indirectly, from any and all known or unknown personal injuries to the participant or property damage, which the participant has suffered or may hereafter suffer, resulting from or in any way growing out of, directly or indirectly, participation in the Town of Marblehead voluntary athletic and/or recreational programs and/or activities.

I hereby forever RELEASE, indemnify, defend and hold harmless the Town of Marblehead against any and all legal claims of any nature or kind whatsoever and proceedings of any description, with the exceptions referenced above, that may have been asserted in the past or may be asserted in the future, directly or indirectly, arising from personal injuries to the participant or property damage resulting from or in any way growing out of, directly or indirectly, participation in the Town of Marblehead voluntary athletic and/or recreational programs and/or activities.

I further hereby affirm that I have read this Consent and Release Form and that I understand the contents of this Form. I understand that participation in these programs is voluntary and that the participant is free to choose not to participate in said programs. By signing this Form, I affirm that I have decided the participant may participate in the Town of Marblehead's athletic and/or recreational programs and/or activities with full knowledge that the Town of Marblehead will not be liable to anyone for any personal injuries to the participant or property damage suffered while in the voluntary participation of the Town of Marblehead athletic and/or recreational programs and/or activities.

Printed Name

Signature

Date

Staff _____