

REGISTRATION FORM

PERSON RESPONSIBLE FOR THE ACCOUNT

TEL (HOME) TEL (CELL/WORK) ADDRESS CITY STATE ZIP EMAIL ADDRESS

Table with columns: PARTICIPANT NAME, M/F, DOB, ACTIVITY NAME, CLASS #, 1ST CHOICE START DATE, 2ND CHOICE START DATE, FEE

WAIVER OF LIABILITY I consent to the above person's participation in the activities and agree on behalf of myself, or minor child, that I assume the risk of accident, injuries or property damage sustained from any cause in connection with my (or my child's) participation in the activities.

DATED SIGNATURE PLEASE INDICATE WHETHER: PARENT PARTICIPANT GUARDIAN

VISA MasterCard DISCOVER American Express ACCOUNT # EXP DATE CVV TOTAL

AUTHORIZATION SIGNATURE

POLICIES WITHDRAWALS: If you wish to withdraw, call us at least five (5) business days before the start date for a refund. A \$12 withdrawal fee per person, per class will be charged. No refunds or credits after this time. Refunds are processed within three weeks. No refunds for non-attendance or lack of student participation. TRANSFERS: If you wish to transfer to another course within the same session, call us at least five (5) full business days before the start date for a transfer to be processed. QUALITY ASSURANCE: If, after attending the first class, you are not happy with the quality of the program, call us right away. Tell us what was wrong so we can make it right. PAYMENT AND ACCOUNT CREDIT POLICIES: Fees must be paid in full at time of registration by cash, credit card (VISA, MasterCard, AMEX, Discover), or check payable to the City of Walnut Creek, unless otherwise stated in program description. All payments are processed upon receipt. Supply fees are payable to the instructor at the first class. Please do not include supply fees with your registration fees. Supply fees are non-refundable. If payment plans are offered, customers must provide a credit card (VISA, MasterCard, AMEX, Discover) for automatic payment processing. All credits on account are valid for a maximum of one year. ADA ACCOMMODATIONS In compliance with the Americans with Disabilities Act (ADA), the City of Walnut Creek encourages those with disabilities to participate in our programs. If you have any special needs that may require specific accommodations, please call (925) 943-5858. DONATIONS If you wish to make a tax-deductible donation to Center for Community Arts or Walnut Creek Recreation, please indicate so on your registration form. Thank you! SCHOLARSHIPS Center for Community Arts Scholarship applications are accepted the day catalogs are available online, and are accepted quarterly. Walnut Creek Recreation scholarships are accepted on an on-going basis.

WAITING LISTS Waiting lists are established once a class has reached maximum enrollment. If space opens or a new class is created, you will be notified. CANCELLATIONS A class may be cancelled if minimum enrollment is not met. A full refund is available. If a session is canceled due to weather and no make-up class is offered, a refund will be provided. MAKE-UP CLASSES Make-up dates for missed classes will only be granted for class cancellations resulting from inclement weather or from direction of the Arts, Recreation Department. QUESTIONS Arts: (925) 943-5846 Rec: (925) 943-5858 Aquatics: (925) 943-5856 50+: (925) 943-5851 Specialized Recreation: (925) 256-3531

