Registration Form –

For More Information Please Call 425-556-2300. Fax 425-556-2303

Mail to: **Redmond Parks & Recreation, MS: ORSPK, P.O. Box 97010 • Redmond, WA 98073-9710**
Make checks payable to City of Redmond (Only one family per form. Photocopies are accepted)

OFFICIAL USE
Ck _____
Cash _____
CC _____
Credit _____
_____
Staff _____

NAME
Adult Last: _____ First: _____
Evening phone: (____) _____ Day phone: _____ (____) _____
Mailing Address: _____ E-mail: _____
City: _____ State: _____ Zip: _____
Name of Adult working in city limits: _____ and _____
Work phone: (____) _____

PARTICIPANT NAME	M/F	CHILD BIRTHDATE	CLASS #	PROGRAM NAME	FEE	ALTERNATE CLASS # & NAME
						1.
						1.
						1.
						1.
						1.
						1.
					Total $	If your first choice is full, you will automatically be registered in your alternate. Please check your confirmation card.

WAIVER OF LIABILITY
ALL participants are requested to sign the following release. Parents or guardians must sign for minors. I/We assume all risks and hazards incidental to such participation including transportation to and from the activities and do hereby waive, release, absolve, indemnify and agree to hold harmless City of Redmond Parks and Recreation Department, park supervisors, instructors and persons transporting myself or my/our child for any claim arising out of any injury to myself or my/our child.

Signature(s) _____ Date _____

Credit Card Information
❑ MC ❑ VISA
Card No. _____
Exp. Date _____ Signature _____

I hereby authorize the use of photographs and/or videotapes of my child/children/ward, or myself as part of the City of Redmond promotions. If you do not want your photos or videos published, please notify your instructor on the first day of class.

Withdrawal, Transfer, & Refund Policies:

Program Satisfaction Guarantee:
Your satisfaction in our programs is guaranteed. If you are not completely satisfied with any class or program, you may request a refund in writing prior to completion of the class or program session. Email requests may be sent to recreationrefunds@redmond.gov

Don't let a Good Program Die!
By withdrawing from a class several days prior to its start date, you help us provide better customer service. We are better able to either fill your spot or notify other registrants in a timely manner that the class is cancelled due to low enrollment.

Withdrawal/Refund Guidelines: Classes, Trips, & Programs
Withdrawal
More than seven days before start date..90% Refund
Less than seven days before start date....50% Refund

Cancelled Class.....100% Refund

Special refund requests will be considered on a case-by-case basis. If you find it necessary to withdraw due to serious circumstances that affect your class participation, please direct your request in writing to the Business Administrator. Requests may be sent by email to recreationrefunds@redmond.gov

Events/Tickets purchases:
No ticket refunds. Event takes place rain or shine.

Farrel-McWhirter Preschool Refund Policy:
- Please see Preschool Parent Guide, available at the Recreation office.

Facility &/or Field Rentals:
Cancellation &/or changes on facility or field rentals are subject to policies and fees noted on the Rental contract. Please contact our rental coordinator for more information at 425-556-2300 for specific policies.