Registration Form

REGISTRATION FORM

- Please write legibly; fill in all required spaces, including the activity number for each class. Mail or bring your registration form to: Recreation Center, 650 Shell Blvd. Foster City, CA 94404

HOUSEHOLD INFORMATION

Name:_____

Street Address:_____

City: _____ Zip: _____ Email: _____

Home Phone: _____ Cell Phone: _____

ACTIVITY REGISTRATION

Participant's Name	Age	Birthdate	M/F	Activity Name	Activity #	Fee

Persons with disabilities are welcome to participate in any class or activity offered. Do you have any special needs that require specific accommodations so you can fully enjoy one of our classes or facilities?
If yes, check here: ☐

Fees: $_____

Non-Resident Fee (add $10 per class): $_____

TOTAL: $_____

PAYMENT INFORMATION

Payment Method: ☐ Cash ☐ Check (Payable to "City of Foster City") ☐ Credit Card

Receipt: ☐ Email ☐ Mail

I hereby authorize the use of my MasterCard or Visa account:

Name on Card: _____

Card Number: __ __ __ __ - __ __ __ __ - __ __ __ __ - __ __ __ __

Expiration (Month/Year): _____ /_____ 3-Digit Security Code: _____

Signature: _____

LIABILITY WAIVER & MEDIA RELEASE

I hereby agree to hold the City of Foster City, the Estero Municipal Improvement District, their employees, officers, and program and activity instructors harmless from all liability which may arise as a result of my participation in the above activities. In the event that the above named participant is a minor I hereby give my permission for his/her participation in the above listed activities and also agree to hold the City of Foster City, the Estero Municipal Improvement District, their employees, officers, and program and activity instructors harmless from all liability which may arise as a result from said minor's participation in such activities. I understand that the above named activities may involve risk or accidental injury and hereby voluntarily assume such risks. I/we agree to allow my/our photo and/or video for program publicity. If the participant is a minor, the parent or guardian must sign below.

Signature: _____ Date: _____

☐ Participant ☐ Parent ☐ Guardian

Registration Policy

Registration

ONLINE

Starting Wednesday, April 29, 2015

Go to www.fostercity.org, then click on Classes.

MAIL-IN

Starting Wednesday, April 29, 2015

Foster City Parks and Rec. Dept. – Registration

650 Shell Blvd.

Foster City, CA 94404

FAX-IN

Starting Wednesday, April 29, 2015

Fax completed form including

all your MasterCard/Visa information

to (650) 345-1408, Attn: "Registration"

WALK-IN

Starting Monday, May 11, 2015

Monday-Thursday	8a-10p
Friday	8a-5p
Saturday	9a-4p

Registration Information

- Fill out form completely, including activity number (please print), and ages for children.
- Write a separate check for each person, for each class.
- Make checks payable to the City of Foster City (include activity number on check). Do not mail cash. Registration will not be processed without correctly paid fees. (There will be a fee charged for each returned check).
- Class fees cannot be prorated; there will be NO make up sessions for participants who miss class.
- If indicated class is filled, and no alternative is listed, your name will be put on the waiting list, and your check returned.
- Classes not reaching minimum numbers will be canceled and all registration fees refunded.
- There is a non-refundable $5 administrative fee for ALL classes, which is already included in the advertised cost.
- Class registrations will not be taken over the phone.

Non-Resident Registration

- Non-resident fee: Add $10 per class/activity.
- Non-resident registration begins May 11, 2015.

Refund Policy

- Requests for refunds received after the start of class and prior to the third class meeting will be prorated based on the number of classes conducted, not attended. Requests for refunds received after the start of the third class meeting will be denied.
- There will be a $5 administrative fee deducted from all refunds.
- Refunds take 3-6 weeks to receive in the mail. Refunds are processed by check only, no credits will be given.

Foster City Parks & Recreation Department's Satisfaction Guarantee

We constantly strive to provide you with the highest quality recreation programs. If you are dissatisfied with the quality of our programs or instructors, we encourage you to contact us immediately so that we can work to resolve your concern and improve the quality of our programs for all participants. If we are unable to resolve your concerns, we will be happy to transfer you to another class or issue a full refund.

Some of our programs, for example, Adult Leagues, Tennis, Hillbarn Theatre, California Windsurfing, Facility Permits, Trips and Tours, Jazzercise, Community Chorus, and other community programs advertised in this publication have different, specific policies which do not fall under the Satisfaction Guarantee Policy. Your complete satisfaction with these programs is equally valued, and we will work with you to resolve your concerns and satisfaction in these activities as well. Please contact us in writing, by phone, or in person at the Recreation Center. Requests must be made as soon as a concern arises, but prior to the final class meeting to receive a refund.