



# Class Registration Form

Registration will be taken in the order they are received. Classes have limited spaces available. Full payment must be made at the time of registration. Payment may be made by cash, check, Visa, or Mastercard. **Cash must be in exact amount.** Checks are to be made payable to "L.A. City Department of Recreation and Parks". Check must contain name & address printed by the bank. **A collection fee will be charged for returned checks.**

**Use one form per family. Please fill in registration form COMPLETELY and sign.**

Name (Mother/Guardian):					
Primary phone:				Alternate phone:	
E-mail:					
Address:		City:		Zip:	
Name (Father/Guardian):					
Primary phone:				Alternate phone:	
E-mail:					
Emergency Contact:				Phone:	

NAME OF CLASS	TIME	PARTICIPANT'S NAME	M/F	AGE	DATE OF BIRTH

**CONSENT:** By registering I understand that I give my authorization to participate in the Van Nuys Recreation Center programs and all activities therein. I further agree to relieve the City of Los Angeles Department of Recreation & Parks, its officers, agents, and employees from any liability for injury to myself or my child(ren) resulting from and/or in connection with the activities in its programs. I understand the Recreation Center CARRIES NO INSURANCE. I do hereby authorize the City of Los Angeles to act as agent for myself/my child(ren): to consent to any x-ray examination, anesthetic, medical or surgical diagnosis, treatment/hospital care which is deemed advisable by, and is to be rendered under the general or special supervision of any physician and/or surgeon licensed under the provisions of the Medical Practice Act & on the medical staff of a licensed hospital; whether such diagnosis or treatment is rendered at the office of said physician or at said hospital. This authorization is given in advance of any specific consent. This authorization shall remain effective for the duration of the program, unless revoked sooner in writing and delivered to said agent.

**PHOTO RELEASE:** By registering I agree to allow the City of Los Angeles Department of Recreation & Parks and the Van Nuys Recreation Center to use photographs, video tapes, and testimonials of participants for use in publicity materials free of any fee or usage charge. As it is difficult to pull individuals out of photographs & film, I understand that there is not an options for myself or my child(ren) to be excluded.

**REFUND POLICY:** Full refunds are only issued when the Recreation Center cancels the activity. Changes or transfers per class, sports league or day camp registration may be assessed additional fees. Refunds will be issued as credit to your household registration account that can be used for future programming at the recreation center. After the first day of a session, the Recreation Center issues a partial refund to patrons withdrawing from the activity. Please allow 6-8 weeks for processing of all refunds. Credits or make-ups will not be given for classes missed by the patron.

**I have read, understand, and agree to abide by the above mentioned policies and practices.**

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

FOR STAFF USE ONLY			
RW#:	Date:	<input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> CREDIT CARD	AMOUNT: INITIALS: