

# REGISTRATION FORM



Surname of Adult Registrant or Parent/Guardian	First name of Adult Registrant or Parent/Guardian		
Mailing Address	Town	Postal Code	<input type="checkbox"/> Rural <input type="checkbox"/> Urban
Phone Numbers Home: _____ Work: _____ Cell: _____	Email Address (if you would like to receive information on programs via email)		

Medical/Behavioral Information:

Participant(s) Name Last	First	Age	Gender	Program	Course # /Town	Fee

Cheque  
  Cash  
  Interac  
  Money Order  
  M/C  
  Visa

TOTAL FEES

NOTE: Only Sturgeon County/Redwater Programs Accept Visa/MC.  
 If paying this way, please print your Visa/Mastercard details at bottom of page.

GL No.:	<u>Office Use</u>	Receipt No.
Project Code:		

### LIABILITY AND PERSONAL INFORMATION WAIVER

The personal information provided will be used to register yourself or your child in a Community program or activity and is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection and use of this information, please contact the FOIP Coordinator with the Municipality providing the program.

I hereby  authorize  do not authorize (check one) the Municipality to use photographs taken of the aforementioned individual(s) while attending or participating in Community Services programs and activities (scheduled or unscheduled) sanctioned by the Municipality. Photographs may be used to promote the Municipality's programs or used in or as part of publications, advertisements, newsletters and displays intended for the general public. Parents and media may also have the opportunity to take pictures; any of these photos taken during public events cannot be controlled. No other use of these photographs will be allowed.

Under Section 38 of the *Freedom of Information and Protection of Privacy Act*, Municipalities must protect the personal information it collects by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure or destruction. Also, Municipalities must comply with Sections 39 and 40 when using and disclosing personal information.

I, \_\_\_\_\_, have informed myself of any and all risks that could take place due to my participation or my child's participation with the program and hereby release the Municipality or Agency, its employees, instructors, agents and volunteers from any claim for loss, injury or damage to person or property either directly or indirectly, from the attendance, including participation in any activity scheduled or unscheduled, including travel to and from any location for myself or my children. I acknowledge having read and understood this release and accept the terms therein.

Signature of Adult Participant: \_\_\_\_\_  
 or

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

#### Sturgeon County/Redwater and Gibbons Registrations

M/C or Visa Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

Name (on card) \_\_\_\_\_ Authorized Signature \_\_\_\_\_

Town of Gibbons-Community Services  
PO Box 68  
4807 50 Ave  
Gibbons, AB T0A 1N0

Tel: 780-923-3331

Fax: 780-923-3691

Office Hours Open: Monday –Friday 8:30 am – 4:30 pm (Closed for lunch 12:00 pm – 12:30 pm)

**Registration Information:**

1. Registration is on a FIRST COME, FIRST SERVED basis.
2. Pre-registration is necessary for all classes.
3. No post dated cheques will be accepted for program enrolment.
4. A person is not considered registered unless payment for the program(s) has been received.
5. Waiting lists: If a program is full, please request that your name be put on a waiting list. If there is enough interest another class may be started and you will be contacted.
6. Program fees cover access to registered programs only on the dates and times listed.
7. Program fees do not include facility admission before or after the program.
8. Payment for registered programs is required prior to participation.

**Program withdrawals, transfers, refunds and cancellations:**

1. In the event that the program is cancelled, registrations will be refunded in full. Cheques will be mailed within four to six weeks of the course date, unless other repayment arrangements are made.
2. Transfer from one program to another is subject to availability.
3. Classes which fall on statutory holidays will not be held. Please review registration confirmation for specific dates and times. Classes may also be cancelled due to unpredicted maintenance, rentals or special events.
4. Registrants in Town of Gibbons recreation programs who wish to cancel their registration must submit their request in writing to the Town Office prior to the deadline date for that course.
5. Cancellation requests prior to the deadline date of a course will be subject to an administration fee of 1/3 the fee of the course, up to a maximum of \$25 per course. Refunds of course fees minus the administration fee will be made payable to the name listed on the registration form and will be mailed out in four to six weeks.
6. Cancellation requests made after the deadline date will not be accepted unless there is a medical reason for the cancellation. Registrants may be requested to provide supporting information from their doctor prior to accepting the cancellation. Requests not submitted prior to the end date of the course may not be considered. Cancellations approved due to medical reasons will not be subject to an administration fee.

\_\_\_\_\_  
(Please initial)

*I have read, and understand the Town of Gibbons' withdrawal, transfer, refund, and cancellation policy.*

**Payment Details**

Payment is due upon registration by cash, cheque, debit, or credit card.  
Cheques to be made payable to "Town of Gibbons".

**Register Your Child in a Fitness Program and Get a Tax Credit**

The Government of Canada has established a tax credit to help make it possible for more children and youth to get involved in activities and sport. The Children's Fitness Tax Credit can be claimed by parents who register their child under 16 years into programs and camps that incorporate physical fitness activities, on eligible amounts of up to \$ 500.00.

For more information, please contact the Canadian Revenue Agency at 1-800-387-1193 or visit [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)