

Program Registration Form

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7370 Groveport Rd., Groveport, OH 43125
 (614) 836-1000 Phone / (614) 836-2999 Fax
 www.groveportrec.com



Please print clearly. Parents may only register their own children. Adults must register individually.

GROVEPORT RESIDENTS: If you live in the Village of Groveport, you will be required to bring a valid Ohio Driver License or State ID Card, accompanied by a Groveport Water Bill, another utility bill or tax bill to receive the "Groveport Resident Rate".

CORPORATE RESIDENTS: If you work in the Village of Groveport and pay 2% income tax to the Village of Groveport, you are required to bring a valid Ohio Driver License or State ID Card and a recent pay stub showing the person's name and business address to receive the "Groveport Corporate Resident Rate."

PARENT/GUARDIAN OR HEAD OF HOUSEHOLD: First Name: _____ Last Name: _____ Middle Initial: _____
 Address: _____
 Street City State Zip
 Home Phone: _____ Work Phone: _____ Cell Phone: _____
 Email Address: _____
 (provide email address if you want to receive renewal notices, newsletters, specials, etc. via email)

Please check appropriate box: Groveport Resident Corporate Resident Non-Resident

EMERGENCY CONTACT: First Name: _____ Last Name: _____ Relation: _____
 Home Phone: _____ Work Phone: _____ Cell Phone: _____

Participant First Name	Participant Last Name	Grade	Birth Date	Sex (M/F)	Shirt Size	Program Number	Program Name	Fee
								\$
								\$
								\$
								\$
								\$
Shirt sizes are as follows: YS (Youth Small), YM (Youth Medium), YL (Youth Large), AS (Adult Small), AM (Adult Medium), AL (Adult Large), AXL (Adult Extra Large), AXXL (Adult XXL).							Total Fees Owed:	\$

Do any of the participants need special accommodations or assistance? YES NO

If YES, please document name of person and type of accommodation or assistance necessary. _____

I have read and fully understand and agree to the Liability Release and Refund Policy (located on page 2) and understand that any information provided may be subject to disclosure under Ohio Records Law. Refusal to sign will prevent processing of registration.

Parent's/Legal Guardian's Signature Required _____ Date _____

Participant's Signature Required _____ Date _____
 (if over 18 years of age)

CREDIT CARD ACCOUNT (CIRCLE ONE): VISA MASTERCARD

Card #: _____ - _____ - _____ - _____ Expiration Date: _____

Printed Name of Card Holder: _____

Signature of Card Holder: _____ Date: _____

If paying with check, please make check payable to:

VILLAGE OF GROVEPORT

Program Registration Form

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- LIABILITY RELEASE AND REFUND POLICY -

In signing this release for myself and for any named immediate family member minor participant(s) (if such participant is under the age of eighteen), I acknowledge and understand that as a participant at the Groveport Recreation Center, Aquatic Center and/or any other facility, activity or program of the Village of Groveport, I/we will be exposed to risks of serious bodily injury, sickness or death due to circumstances inherent in the Village of Groveport facilities, activities and programs, including the negligent acts or omissions of others. I acknowledge that there are a variety of risks and dangers inherent in recreational activities and facilities, including but not limited to: sports related injuries; collisions with stationary objects; falls; risks associated with water-related activities (including diving injuries and drowning); adverse environmental conditions or any other conditions which may cause heat stroke, heat exhaustion, hypothermia or any other illness or injury; physical contact between participants; injuries related to overexertion; slippery floors; misuse or inexperience with fitness equipment. In exchange for being permitted to participate, I voluntarily agree to assume all of these risks and other risks inherent in participating in such activities, programs and facilities. I acknowledge that I (or the participants for whom I sign) have/has no physical limitations, or disabilities of any kind which would restrict me or them from participating. I agree to make Village staff aware of any special accommodations that may be needed at the time of registration and I agree to note such special accommodation on said form. Despite these dangers, and in consideration of the Village of Groveport accepting my registration, I for myself and/or the immediate family member minor participant(s) for whom I am signing, all heirs, executors, administrators and assigns, agree to hold harmless and release the Village of Groveport, its boards and council, officers, officials, employees, volunteers and other representatives from all claims for liability or legal responsibility for any damage or loss of any kind, including personal property or death, property damage, and economic loss, arising from my participation in and/or use of the Village of Groveport Recreation Center, Aquatic Center and/or any other facility, activity or program of the Village of Groveport.

I further, on behalf of myself or for any named immediate family member minor participant(s) for whom I am signing, agree to protect, indemnify and hold harmless the Village of Groveport and the listed persons and entities for any and all cost, liability, expense and claim arising from any act or omission committed by myself or the named participant related to the Village of Groveport's facilities, activities and programs other activity or program sponsored by or affiliated with the Village of Groveport. I further, on behalf of myself or for any named immediate family member minor participant(s) for whom I am signing, agree to follow all facility, activity or program rules and regulations, and realize that my right to participate may be terminated by the Village at any point in time for not adhering to said rules and regulations.

I do hereby grant and give these groups the right to use my and my child's photograph or image with or without my or my child's name, both single and in conjunction with other persons or objects for any and all purposes including, but not limited to, private or public presentations, advertising, publicity, and promotion relating hereto. I warrant that I have the right to authorize the foregoing uses and do hereby agree to hold the Village of Groveport harmless of and from any and all liability of whatever nature which may arise out of result of such uses. For the consideration stated above, I further agree that in the event that my child repudiates or attempts to repudiate such release, I will indemnify and save harmless the Village of Groveport, its successors and assigns, for any and all loss and damage occasioned thereby.

REFUND POLICY – All programs have a minimum number of participants in order to be conducted. The Village of Groveport reserves the right to cancel, combine, alter dates and times, or make any other revision which may be necessary in regards to programs or classes. All refunds will be made by the following guidelines: **Cancelled Class** - If the Village cancels a class, the participant will receive a full-refund or gift certificate, based on patron's preference. **Before Program Begins** - Refunds will be made only before the start of the program for the following circumstances: (1). When the refund/gift certificate is requested at least five business days in advance of the first meeting date, provided that it does not reduce the participation level below the required minimum. (2). When the participant becomes ill. Note: a doctor's statement must be presented before the start of the program. **After Program Begins** - Refunds/Gift Certificates will only be given if the participant becomes ill and is no longer able to participate in the remainder of the program. A doctor's statement must be provided. All refunds given will be prorated from the date of notification to the Parks & Recreation Department. **Trips** - Since trips require reservations weeks in ahead of time, the Village of Groveport cannot process refunds for persons requesting a refund or gift certificate (no exceptions). **Administrative Fee** - A \$5 administrative processing fee will be charged to cover processing costs for each individual program enrollment. The \$5 administrative processing fee will not be charged if the Village of Groveport cancels the program. According to the Village's bill paying schedule, requested refund checks take approximately two to four weeks to process. Refunds will be mailed from the Village's Finance Department to your residence. **Class Transfers** - Persons wishing to transfer from one class to another may do so providing that the transfer does not reduce the participation level below the required minimum.

- OTHER IMPORTANT REGISTRATION INFORMATION -

HOW DO I REGISTER FOR A PROGRAM?

Program Registrations are accepted at the Groveport Recreation Center. WALK-IN... drop off your registration form and payment during normal facility hours. MAIL-IN... enclose your registration form payment in a sealed envelope and mail (see address on page 1). FAX-IN... fax your registration form to (614) 836-2999. Please call to confirm that we received your registration. Only credit card registrations will be accepted via fax. Faxed-in registrations are typically processed within 24-hours of receipt. Faxes received over the weekend may take up to 48-hours for processing.

PROOF OF AGE... may be required for certain programs. Please have a birth certificate and/or driver license with you when registering.

NON-DISCRIMINATION POLICY... The Village of Groveport promotes a non-discrimination policy that ensures participation for all regardless of race, national origin, religion, sex, economic status or disability. The Village will make reasonable modifications to our programs to ensure accessibility for persons with disabilities. Please make our staff aware at registration of any special accommodation that you may need.

WAITING LIST... Did you miss the registration deadline? If so, please call us. We may still have room in the program. If not, we can place you on a waiting list in the event that a space opens up.