

SPRING SUMMER 2018 RECREATION BUS TRIP FORM

Register in person or by mail with this form with payment by check or cash.

Please Print All Information - Signature Required Below

Trip: _____ Program # _____ Session # _____

(Participants under 18 must have parent/guardian/chaperone – parent must sign below for youth under 18)

Participant Name 1: _____ Age: _____

Participant Name 2: _____ Age: _____

Please add additional page if necessary.

Mailing Address: _____ Town: _____ Zip: _____

Email: _____

(Note: Your e-mail addresses will not be shared-they are used for program/bus updates and Recreation news)

Telephone:

Call 1st _____ 2nd _____ 3rd _____

NOTES: _____

SPECIAL ACCOMMODATIONS-In order to enhance participation, please identify special needs:

BY SIGNING BELOW:

BUS TRIP SPECIAL NEEDS INFORMATION: If you consider yourself to be a person with special needs, we respectfully request that you travel with a companion who can assist you. In this way we can be sure that your safety and comfort is not compromised. Please call us to discuss the details and demands of the activity before signing up for bus trips.

I agree to hold harmless the Town of Acton and/or its employees from claims or liability related to any accident or injury that may occur. I give permission for medical treatment to be given if the need arises.

I acknowledge the REFUND, CANCELLATION & WITHDRAWAL policy outlined for this trip as described. If trip is cancelled due to the lack of minimum participants, a full refund will be issued. Please note that pickup/drop-off locations are subject to change due to participant numbers. Any and all changes, refund requests, and special requests must be submitted in writing. An administrative processing fee of \$6 will be added to each participant's registration. No administrative fee will be charged if participant pays via cash or check at the Acton Recreation Office. If a trip is cancelled by the bus company or Acton Recreation, we will issue a full refund. This trip is Non-Refundable, tours and inclusions are subject to change. You must purchase optional trip insurance to be eligible to receive a refund. Please note that a non-refundable administrative fee of \$25 per person will be applied if you have purchased trip insurance and you cancel for any reason. ***A Trip Cancellation Waiver is available if you wish to purchase. Please contact our office if you would like more information and/or to purchase. Trip Insurance Waivers are paid directly to the bus company and must be sent to the bus company within the guideline requested. Trip Insurance is non-refundable. Please see our General Policies in this booklet for registration information.**

Please answer:

1. Do you wish to purchase Trip Cancellation Waiver? Yes____ No____
2. Are you traveling with other people who are registered on a separate form? Yes____ No____
If so who are they: _____
3. Meal Selection if Applicable: : _____

Signature of Participant 1

Signature of Participant 2

REGISTER ONLINE AT WWW.ACTONREC.COM*

Checks are made payable to: Town of Acton

Mail Form with Payment by Check To: Town of Acton Recreation Department, 472 Main Street, Acton, MA 01720

OR

Register In-Person via Cash, Check or Credit Card*

Register in-person at the new Acton Rec. Center, 50 Audubon Drive in S. Acton.

* If you register online or pay with a credit card at our office, an administrative fee of \$3 for each \$99 charged will be added to your total.

This administrative fee is non-refundable if you cancel your trip for any reason.

For Recreation Staff: Paid \$ _____ Check # _____ Cash: \$ _____ Date: _____ Rc'd by: CF MH MR MLR Revised 03.15.18