

FALL/WINTER 2020 PROGRAM REGISTRATION FORM

SAVE TIME, REGISTER ONLINE! WWW.ACTONREC.COM

Please use this form for classes/programs. *Please use bus form for bus trips.*
Print all information - Signature required below. This form may be duplicated.

Please contact our office prior to registering if you have questions.
Email: recreation@actonma.gov Phone: 978-929-6640 ext. 0

We accept cash, check, money order, VISA or Mastercard. Credit cards are not accepted over the phone, e-mail or fax.
Credit transactions must be online or in person. Checks and money orders are made payable to: Town of Acton.

Participant Name Female Male Birthdate Grade (Fall '20)

Program Name Program & Session # Program Fee \$

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Program Name Program & Session # Program Fee \$

Participant Name Female Male Birthdate Grade (Fall '20)

Program Name Program & Session # Program Fee \$

Total Enclosed \$

Special Accommodations

E-Mail Address Preferred Phone # Alt. Phone #

Mailing Address City State Zip

If participant is under age 18, PRINT parent or legal guardian name:

Participant Signature or Parent /Guardian if Under Age 18

Printed name:

BY SIGNING ABOVE I ACKNOWLEDGE THE FOLLOWING:

I agree to hold harmless the Town of Acton and/or its employees, independent contractors, their agents and employees, from claims or liability related to any accident or injury that may occur. I certify that the participant is in good health. I understand there is some risk in taking part in sports and recreational related activities, and I am willing to assume those risks. I give participant permission for medical treatment to be given if the need arises.

REFUNDS & WITHDRAWALS: You may withdraw from a class program up to 7 (seven) business days prior to the start date—a non-refundable administrative fee of \$25 will be applied to all registrations. After that time, no refunds will be issued. Administrative Fees are non-refundable for requested refunds for: beach membership or beach passes, and any in-house credit card transaction for programs or rentals. All requests must be submitted in writing to the Recreation Department requesting withdrawal and refund request. Refund/Withdrawal requests are not accepted through instructors. It will take two - three weeks for the refund to be processed. Refunds will not be made for classes missed due to inclement weather. Exception to policy: a written letter from a licensed physician excusing participant from a program prior to 1st class. Show tickets are non-refundable but can be transferred. Tickets must be picked up in person at the Recreation Department office during regular office hours. Lost tickets are not the responsibility of the Recreation Department. **Bus Trip Refund Policy: All bus trips are non-refundable.** Bus trip will be outlined in the trip description. Some trips may offer participants an option to purchase non-refundable trip cancellation insurance from the bus company at an additional cost paid directly with the bus company. **NARA Camp and Beach Refund/Withdrawal Policy** are outlined on its registration form. **Please inquire prior to any registration if you have any refund questions. Classes cancelled by the Recreation Department/instructor due to COVID-19 Pandemic will be fully refunded.**

CLASS CANCELLATION POLICY: Classes are cancelled if Acton-Boxborough Schools have closed due to weather. Notification via e-mail for Recreation Dept. run programs will be made if a class is cancelled due to inclement weather or field conditions. Programs run by our independent instructors are responsible to notify participants of class cancellations. Efforts will be made to make-up weather cancelled classes, but are not guaranteed. Any class cancellations due to an illness of an instructor will be made up or refunded. Refunds will not be offered due to a participant's inability to partake in make-up sessions.

For Office Use Only: Payment Received by: mh ___ mr ___ mlr ___ Date: ___ / ___ / ___ Amount Received: \$ ___
Paid by: Cash ___ Check ___ Check # ___ MO ___ VISA ___ MasterCard ___