

# Before & After School Registration Form



Participants Name: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Emergency Contact (other than parent): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

## Office use only

Registration taken by: \_\_\_\_\_

Date: \_\_\_\_\_

Shirt Size: \_\_\_\_\_

Received Shirt:  Yes  No

Amount Received: \_\_\_\_\_

Check  Cash  Credit

Copy of ID:  Yes  No

Does the participant have any known medical conditions (ADD/ADHD/Allergies etc.)

No  Yes *(if yes please explain)*

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Will the participant require medication during the program?  No  Yes

*(if yes please fill out the rest of this page)*

Name of Medication: \_\_\_\_\_

Amount/Dosage: \_\_\_\_\_ Route of Administration: \_\_\_\_\_

Frequency to be Administered: \_\_\_\_\_

Prescribers Name: \_\_\_\_\_

Prescribers Phone Number: \_\_\_\_\_

### General Information:

- If a participant requires medication at anytime while in our program, a **Written Medication Consent Form** must be completed and signed by a physician and parent.
- All medication will be self-administered, except the Epi-Pen.
- Program staff will lock up the medication or equipment.
- Program staff will contact parent immediately if any problem arises concerning this medication or equipment.
- Program staff will not be responsible for equipment if broken.
- If the Division Nurse, or designee, has any concerns with the medication or specialized procedures request, they will discuss them with the parent and/or physician.
- Accommodations will be made as necessary.
- If there is a change in the medication, dosage and/or specialized procedure, an updated **Written Medication Consent Form** must be completed and submitted for approval before the medication or specialized procedure can be self-administered.

### Medication:

- Parent will measure medication dosage at home and submit the exact weekly dosage needed (this includes the splitting of pills/tablets).
- Parent will be required to transport/submit weekly dosage of medication to the Program staff in the appropriate labeled container.
- Parent will verify the amount of medication being dropped off with Program staff and documentation will be noted. On the participant's last day in attendance for each week, parent and staff will verify any unused medication being returned.

**I agree to adhere to the procedures stated above.**

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Parent or Legal Guardian's Signature

Date

# Authorized Pick-up List

(Other than parents)

Name: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Name: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Name: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Name: \_\_\_\_\_

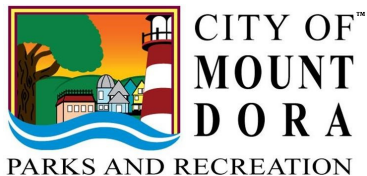
Gender:  Male  Female Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_



# Waiver & Release of Liability



I (We), \_\_\_\_\_ & \_\_\_\_\_, parent(s) / guardian(s) of \_\_\_\_\_ for myself, my heirs and personal representatives, hereby freely and voluntarily assume all liabilities, risks, injuries, and hazards incidental to participation in this Parks & Recreation Department Program whether due to my (our) negligence or the negligence of others including transportation to or from said activity. I (we) do hereby give consent for my (our) child named above to participate in scheduled on-site experiences and off-site field trips as part of this program. Further, I (we) give my (our) consent to the City of Mount Dora Parks and Recreation Department or its representatives, to acquire emergency medical treatment for my (our) child from medical personnel/facilities should that become necessary for any reason. I (We) do hereby waive, release, and agree to hold harmless to the City of Mount Dora Parks & Recreation Department, its officers, agents, employees, the organizers, sponsors, activity supervisors, co-sponsoring organizations, and participants for any claim, demand liability, costs, suits, charges, or compensation for loss of injury of any kind arising out of a loss or an injury. I (We) acknowledge that the City of Mount Dora Parks & Recreation Department will not assume any costs relating to any injury while my (our) child is involved in this activity. I (We) acknowledge that, absent this express Assumption of Risk, the City of Mount Dora Parks & Recreation Department or other sponsors of the activity would not have offered me (us) access to this activity because of unacceptable exposure to liability claims or the expense of providing a program that is risk-free.

In order to expedite the care of my (our) child named above, I (we) give permission for the appropriate medical personnel and staff to initiate treatment immediately upon arrival at the appropriate facility. I (we) agree to be financially responsible for my (our) child's treatment. I (we) also request that I (we) (or the alternate emergency contact person listed) be notified of my (our) child's condition and admission as soon as possible.

In the event of a life-threatening accident or illness, I (we) understand that The City of Mount Dora Parks and Recreation Department or its representatives, may contact 911 Services immediately. I (we) agree to be financially responsible for my (our) child's care and treatment.

I also hereby give permission for images of my child and I, captured during regular and special activities through video, photo and digital camera, to be used solely for the purposes of promotional material and publications, and waive any rights of compensation or ownership there to.

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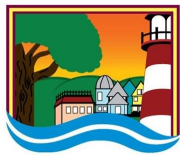
**Parent/Guardians Signature** **Date**

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**Insurance Company Policy Number**

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**Name on Plan**



# Automatic Credit Card Payment Authorization Form

To set up your automatic weekly payment plan or a recurring schedule for payments due on your Parks & Recreation account, please complete and return the Authorization for Auto-Payment Form (*one form per program*) **at least 5 business days prior to your next payment due date.**

Account Information			
MAIN CONTACT NAME (PARENT/GUARDIAN)			
CHILD PARTICIPANT NAME			
STREET ADDRESS CITY/STATE/ZIP			
HOME PHONE	WORK PHONE	CELL PHONE	ALTERNATE PHONE
E-MAIL ADDRESS WHERE YOU CAN BEST BE REACHED			
PREFERRED METHOD OF CONTACT?	<input type="checkbox"/> HOME PHONE <input type="checkbox"/> WORK PHONE	<input type="checkbox"/> CELL PHONE <input type="checkbox"/> ALTERNATE PHONE	<input type="checkbox"/> E-MAIL
Credit Card Information			
<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD  <input type="checkbox"/> American Express	CREDIT CARD # (16 DIGITS)	EXP. DATE	
NAME AS IT APPEARS ON CARD			3 Digit Verification Code

## TERMS AND AGREEMENT

- This agreement will remain in effect until the final payment due date, or until my child is withdrawn from all program sessions. Additionally, I may terminate this agreement at any time by providing written notification at least five (5) business days prior to my next payment due date.
- I understand that it is my responsibility to keep all my information current with the City of Mount Dora Parks & Recreation Department, including contact information and credit card number/expiration date. I understand that if my credit card is declined for any reason, I will be notified via my preferred contact method and will have 48 hours to make payment on my account, or my account will be subject to an administrative processing fee.
- I understand that I am responsible for contacting staff with any questions and/or concerns about my account balance. I understand that I am responsible for making payment arrangements for any fees that are not scheduled via this agreement, such as late fees, administrative processing fees, etc. I also understand that I will NOT receive a receipt for each payment authorized and that I may obtain a statement of account upon request.
- Please charge the recurring scheduled payments due on my Parks & Recreation account to the above referenced credit card, per the above terms and agreement.

Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_





# Rates



## Per Day Rates

	<b>Regular Rates</b>	<b>Reduced Lunch</b>	<b>Free Lunch</b>
<b>Mornings</b>	\$3.20	\$2.40	\$1.60
<b>Afternoon</b>	\$6.40	\$4.80	\$3.20
<b>Both</b>	\$9.60	\$7.20	\$4.80

## Per Week Rates

	<b>Regular Rates</b>	<b>Reduced Lunch</b>	<b>Free Lunch</b>
<b>Mornings</b>	\$16.00	\$12.00	\$8.00
<b>Afternoon</b>	\$32.00	\$24.00	\$16.00
<b>Both</b>	\$48.00	\$36.00	\$24.00

# Activities

## **Before School Activities:**

Drawing/Coloring

Reading

Table Top Games

Breakfast

## **After School Activities:**

Snacks

Homework/Tutoring

Arts/Crafts

Outside Games/Activities

Indoor Games/Activities