

# REGISTRATION FORM



## Millbrae Recreation Department Registration Form



### 1. Head of Household / Main Contact Information

Mr./Ms./Mrs. \_\_\_\_\_ Gender: F M  
 Last Name First Name

Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Email Address \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
 Home Phone Work Phone Cell Phone

Emergency Contact \_\_\_\_\_ Relationship \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
 Emergency Home Phone Emergency Work Phone Emergency Cell Phone

### 2. Participant(s) Registration Information

Participants Last Name	Participants First Name	Date of Birth (mm/dd/yy)	Gender	Program Name	Program Code	Program Fee	T-Shirt Size
			F M				
			F M				
			F M				
			F M				
			F M				
Deliver/mail payment and registration to: Millbrae Recreation Department: 477 Lincoln Circle, Millbrae, CA 94030						Total Fees	\$
Make checks payable to: City of Millbrae						I wish to donate to the Youth Scholarship Program.	\$
						TOTAL	\$

3. Payment Check # \_\_\_\_\_ Cash \_\_\_\_\_ Credit Card \_\_\_\_\_

### 4. Refunds

I understand that no refunds or credits are given after the first class meeting has concluded. A \$22 processing fee is deducted from each program/class code in which a refund is requested before the first class meeting. If I decide to place a credit on my account, I understand that it must be used within six (6) months from the day it was credited, or a refund will automatically be issued deducting the \$22 processing fee. If the City of Millbrae cancels a class, a full refund is provided to the account holder, and mailed to the account holder's address listed on the account.

### 5. Youth Programs

- A \$20.00 late pick up fee is charged for each 30 minutes (commencing at 1 minute late) after the program conclusion.
- On a daily basis, pack a reusable water bottle labeled with your child's name.
- The City of Millbrae Recreation staff will sign youth participants into the program according to the time they arrive. Parents/guardians are required to sign youth participants out of the program. Staff will only release youth participants to those parents/guardians listed on the emergency contact list. Staff may request for parent/guardians to provide identification.

### 6. Liability Waiver and Policies

*I, undersigned parent or guardian, do hereby agree to allow the individual(s) named herein to participate in the aforementioned activity, authorizes the use of photographs taken in said activity to be used in promotional material, and I agree to indemnify and hold the City of Millbrae and the Millbrae Recreation Department harmless from and against any and all liability for injury which may be suffered by the aforementioned individual(s) arising out of or in any way connected to his/her participating in this activity.*

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_