



## CORTE MADERA PARKS AND RECREATION PROGRAM REGISTRATION FORM

**Use this form to register for activities.**

### 4 Easy ways to register:

**In-person:**

Office is located at 498 Tamalpais Dr, Corte Madera. We are open Monday to Thursday, 8:00am to 5:00pm.

**Fax:** Use your Visa/Mastercard and our 24 hour fax at (415)927-7138

**Mail:** Mail registration forms to Corte Madera Recreation Department, 498 Tamalpais Dr, Corte Madera, CA. 94925

**Phone:** Have your credit card and program brochure handy! (415)927-5072.  
TDD (415)-927-5071.

**Registration:** Pre-registration and payment is required for all activities. We can not hold space in a class or activity unless you have registered and paid. Sorry, no prorating will be given to join already in-session program.

**Payment:** We accept Visa or MasterCard, Money Order, Cash, Check made payable to Town of Corte Madera.

**Confirmation:** No confirmation will be sent to you unless you provide us with a self-addressed stamped envelope. If you do not get a cancellation phone call from us, then your class will be held.

**Department Cancellation:** If an activity is cancelled by the department, we will notify you as early as we can and a full refund will be issued to each participant. Refunds require 2 weeks to process.

**Refund Policy:** Refund will be issued only if cancellation is made at least one week prior to the first class. There is a \$10 cancellation fee.

**Class Make-up:** A make up will be scheduled if instructor is ill or unable to teach a class during the session. Make up class could not be offered based on personal absence. It is your responsibility to meet all classes as scheduled.

**Locations:** Our Programs are held in these locations:

1. Recreation Center - 498 Tamalpais Drive, Corte Madera.
2. Town Park - Between Tamalpais Drive & Pixley Ave, Corte Madera.
3. San Clemente Park & Multi-Purpose Room - 330 Golden Hind Passage, Corte Madera.
4. Neil Cummins School & Gym - 58 Mohawk, Corte Madera.

<u>Adult/Guardian Name: (Last):</u>	<u>(First):</u>
<u>Address:</u>	
<u>City:</u>	<u>Zip Code:</u>
<u>Home:</u>	<u>Cell:</u> <u>Work</u>
<u>Email:</u>	

**Participant Info:**

Last Name	First Name	Sex	Birth date	Class	Code#	Fee
Total:						

**Method of payment**

- Cash       Check  
 Visa         Mastercard

Cardholder Name \_\_\_\_\_

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV# \_\_\_\_\_

(Three digit number on back of card)

By taking part in any of the Town recreation programs and/or activities in this catalog, participants hereby absolve and hold harmless the Town of Corte Madera, their respective officers, employees, and instructors, from all injuries, claims, or liabilities that may result from his/her participation or his/her minor child's participation. If the participant is a minor, parent or guardian gives his/her consent to the child's participation. Participant is aware the activity may involve risk of injury and assume all risks for injuries received. Participant agrees to use of participant's photo for Town program publicity.