

Registering participants and parents/guardians MUST ADHERE to the Registration & Refund Policies and Procedures (SEE PAGE 3).

PARTICIPANT & REGISTRATION INFORMATION

PARTICIPANT'S NAME _____ AGE _____ GENDER: M F
 SCHOOL _____ SEPT 2016 GRADE _____ T-SHIRT SIZE _____
 PROGRAM _____ SESSION _____
 EMAIL _____ FEE \$ _____

PARTICIPANT'S NAME _____ AGE _____ GENDER: M F
 SCHOOL _____ SEPT 2016 GRADE _____ T-SHIRT SIZE _____
 PROGRAM _____ SESSION _____
 EMAIL _____ FEE \$ _____

PARTICIPANT'S NAME _____ AGE _____ GENDER: M F
 SCHOOL _____ SEPT 2016 GRADE _____ T-SHIRT SIZE _____
 PROGRAM _____ SESSION _____
 EMAIL _____ FEE \$ _____

Total Amount Due: \$ _____ **Not a Radnor Resident? Please Pay Non Resident Rate (when applicable)**

PARENT/GUARDIAN & EMERGENCY INFORMATION

ADDRESS _____ CITY _____ PHONE (H) _____ - _____ - _____
 GUARDIAN'S NAME/RELATIONSHIP _____ Work _____ - _____ - _____ Cell _____ - _____ - _____
 GUARDIAN'S NAME/RELATIONSHIP _____ Work _____ - _____ - _____ Cell _____ - _____ - _____
 EMERGENCY CONTACT _____ PHONE _____ - _____ - _____ RELATIONSHIP _____
 PHYSICIAN'S NAME _____ PHONE _____ - _____ - _____
 Do you/your child have any dietary restrictions, allergies, special needs, emotional, behavioral or logistical issues the staff should be aware of? _____

PHOTOGRAPHS/VIDEOS OF PARTICIPANT

By completing this registration form I am giving my permission for photographs/videos to be taken of the above participant and used for publicity purposes.

INSURANCE INFORMATION

"I UNDERSTAND THAT NO HEALTH, MEDICAL, WORKERS' COMPENSATION AND/OR ACCIDENT INSURANCE IS PROVIDED FOR PARTICIPANTS AND I ACCEPT FULL RESPONSIBILITY FOR OBTAINING INSURANCE; IN THE EVENT I FAIL TO OBTAIN SUCH INSURANCE, I UNDERSTAND AND ACKNOWLEDGE AND THAT I ACCEPT FULL RESPONSIBILITY FOR PAYMENT OF ANY AND ALL EXPENSES I (OR MY SON OR DAUGHTER) MAY INCUR IN THE ABSENCE OF SUCH INSURANCE."

Parent/Guardian or Adult Participant Signature _____ Print Parent/Guardian or Adult Participant Name _____ Date _____

PERMISSION STATEMENT & LIABILITY RELEASE
(FOR PARTICIPANTS 18 YEARS OF AGE AND OLDER)

I, the undersigned, agree to participate in all aspects of the above program/trip, including but not limited to transportation to/from said program/trip, and I understand and assume all of the risks of my participation in this program/trip. I certify that I am in good health and am able to attend and participate in this program/trip and I hereby acknowledge that my participation may involve a risk and the possibility of injury, disability and/or death.

In consideration of the being permitted to participate in the above program/trip, I hereby, for myself, my heirs, executors, administrators, and assigns forever remise, release, discharge, indemnify, and hold harmless Radnor Township and its successors and assigns, directors, officers, members, agents and representatives and employees, and their heirs, executors, administrators, assigns, from any and all manner of actions, causes of action, suits, debts, accounts, controversies, damages, claims and demands whatsoever, which I or my legal representative may have or may acquire against Radnor Township or its directors, officers, members, agents, or other representatives, by reason of any loss resulting from personal injury or damage to any personal property belonging to me, which may occur during or by reason of my participation in this program/trip.

I agree that Radnor Township shall have the right at its discretion to enforce established rules of conduct and/or terminate my participation in this program/trip for failure to follow these rules of conduct, or for actions or conduct detrimental to or incompatible with the welfare, comfort, harmony or interest of the program/trip as a whole.

I hereby grant Radnor Township and any of its directors, officers, members, agents, and other representatives, full authority to take whatever action they consider to be warranted regarding my health and safety, and I fully release all of them from any liability for such actions taken on my behalf.

SIGNATURE / _____ / _____
PRINTED NAME AND AGE **DATE**

PERMISSION STATEMENT & LIABILITY RELEASE
(FOR MINOR PARTICIPANTS UNDER 18 YEARS OF AGE)

I, the undersigned, give my permission for my minor child to participate in all aspects of the above program/trip, including but not limited to transportation to/from said program/trip, and I understand and assume all of the risks of my child's participation in this program/trip. I certify that my child is in good health and is able to attend and participate in this program/trip and I hereby acknowledge that my child's participation may involve a risk and the possibility of injury, disability and/or death.

In consideration of my child being permitted to participate in the above program/trip, I hereby, for child and myself, our heirs, executors, administrators, and assigns forever remise, release, discharge, indemnify, and hold harmless Radnor Township and its successors and assigns, directors, officers, members, agents and representatives and employees, and their heirs, executors, administrators, assigns, from any and all manner of actions, causes of action, suits, debts, accounts, controversies, damages, claims and demands whatsoever, which my child or I, or our legal representative may have or may acquire against Radnor Township or its directors, officers, members, agents, or other representatives, by reason of any loss resulting from personal injury or damage to any personal property belonging to my child or me, which may occur during or by reason of my child's participation in this program/trip.

I agree that Radnor Township shall have the right at its discretion to enforce established rules of conduct and/or terminate my child's participation in this program/trip for failure to follow these rules of conduct, or for actions or conduct detrimental to or incompatible with the welfare, comfort, harmony or interest of the program/trip as a whole.

I hereby grant Radnor Township and any of its directors, officers, members, agents, and other representatives, full authority to take whatever action they consider to be warranted regarding my child's health and safety, and I fully release all of them from any liability for such actions taken on my child's behalf.

SIGNATURE OF PARENT/GUARDIAN / _____ / _____
PRINTED NAME OF PARENT/GUARDIAN **DATE**

Optional Question - *In order to learn the best ways to communicate information about Radnor Recreation programs and events, please answer the question: how do you prefer to find out about our programs and events? Please check all that apply.*

- emails
- Radnor.com
- RTV
- Call in
- Stop by the Township Building
- Other _____

OFFICE USE ONLY	Date Received: ____/____/____	Method of Payment:	<input type="checkbox"/> Cash	<input type="checkbox"/> Check # _____	<input type="checkbox"/> Credit Card
	Amount: \$ _____				

REGISTRATION & REFUND POLICIES AND PROCEDURES

Using the registration form, you may register through the mail or in person at the Radnor Township Building, **301 Iven Avenue, Wayne, PA 19087**. The office is open Monday through Friday between the hours of 8:00am and 4:00pm. All registration forms must be filled out completely and signed by the parent/guardian of the participant under the age of 18 or the adult registering for the program. Payment in full is required before the start of any program/trip. Radnor residents have priority in program registration.

Payment Methods Accepted: Cash or check made payable to "Radnor Township" are acceptable methods of payment. Visa and MasterCard will be accepted in person only at the Radnor Township Building, 301 Iven Avenue, Wayne, PA during business hours. Credit cards will not be accepted over the telephone. ***Discount tickets can only be purchased using cash or check; no credit cards will be accepted.***

Non-Resident Fee: If you and your family do not reside in Radnor Township, many of our programs are available to you. Non-residents will pay the stated "Non-Resident" rate for a program, which is an additional \$30.00.

Program Confirmation: Participants who register for a program *will not* be contacted prior to the start date. If you would like information on a program that you have registered for, please contact the Recreation Office at 610-688-5600.

Deadlines for Registration: Please register early if you are interested in a program or trip. Programs will be canceled if not enough registrations are received. Registrations will continue until programs are filled or until the start of the program.

Waitlists: Is your program full and you have been added to a waitlist? Don't give up! If there is a cancellation by another participant, we will call you. Also, if there is enough interest, we sometimes have the opportunity to add another program. If you do not get into a program due to unavailability, you will receive a full refund if you have been placed on a waitlist.

Refunds: The Radnor Township Recreation Department reserves the right to cancel any program, trip, or activity due to insufficient registrations. In this case, a full refund will be issued. **You may cancel out of a program, but you must submit a refund request form to our Department 3 weeks (21 days) prior to the start of a program in order to be considered for a refund.** Approved refunds are subject to an administration charge of 10% the total fee of the program (no less than \$10.00). No refunds will be given for trips unless canceled by the Radnor Township Recreation Department. *If participation is terminated for failure to follow rules of conduct, or for actions or conduct detrimental to or incompatible with the best interests of the program/trip as a whole, **the participant is not entitled to a refund.***

Inclement Weather & Program Status: Participants who register for a Radnor Township Recreation program will not be contacted in the event of inclement weather. Please contact the Radnor Recreation Office if you have questions regarding program cancellations at 610-688-5600. Please do not contact Radnor Township School District for Recreation Program information. For inclement weather advisory notices and the latest on cancellations, visit www.radnor.com, click to the drop down menu for Recreation, and then click Inclement Weather. We will make our best effort to update the website to reflect all present inclement weather program cancellations. Please note that our inclement weather program cancellations are NOT for programs offered by the following community organizations - Radnor Aquatic Club, Radnor Wayne Little League, Radnor Boys' / Girls Lacrosse, Radnor Soccer Club, Wayne Art Center, Radnor Memorial Library, Wayne Senior Center, Main Line School Night, Boys / Girls Scouts or any Radnor Township School District athletic programs. Please consult each of these organizations directly for inclement weather program cancellations.

Canceled Programs/Trips: All Recreation Programs and Trips will take place assuming minimum numbers of registrations are received. If registration numbers do not meet the minimum requirements, programs or trips may be canceled. If a program or trip is canceled by the Recreation Department, participants will be notified and will receive a full refund.

Location of Activity/Programs: Please call the Recreation Office 610-688-5600 if you need confirmation or directions. Unless activities are specifically scheduled to take place on school closing days, activities will be canceled when Radnor Township School District schools are closed due to weather or scheduled holidays (***Exceptions Apply***).

Returning from Trips: It is your responsibility to return to the bus at the time announced by your chaperone. Every trip has a time in which you are asked to return to the bus in order to depart to come back to Radnor. If you are late in returning back to the bus for departure and the bus has already left, **you are responsible to provide your own transportation back to Radnor.** At many of our destinations the bus cannot wait for long periods of time for everyone to return.

How to Register for Events, Programs, and Trips: Any event, program, and trip that requires registration will offer specific instruction as to how registration is taken (online, paper registration form, etc.). Completed paper registration forms can be mailed to/dropped off at the Township Municipal Building (301 Iven Avenue, Wayne, PA 19087).