

**DATE:**  
Please print clearly & use one form per camper.



# SUMMER ARTS CAMPS 2018 REGISTRATION FORM

<b>NAME OF PARTICIPANT</b>		<b>DATE OF BIRTH</b>	<b>AGE</b>	M( ) F( )
SPECIAL NEEDS/MEDICAL INFORMATION		Proof of age verified:		
ADDRESS			CITY/TOWN	PROV. POSTAL CODE

**\* Primary contact during program. In the case of an emergency calls would be made in this order (1, 2, 3):**

1. Parent/Guardian Name & Relationship*	Preferred Contact Numbers*	Contact Email:
	I. II.	
2. Parent/Guardian Name & Relationship	Preferred Contact Number	Alternative Number (if available)
3. Third person contact (if applicable)	Contact Number	Relationship to Camper

<b>Theatre Camp</b> Check off the applicable week(s):	<b>Monday – Friday: 9 am – 4 pm</b>	<b>6 – 10 yrs</b>	<b>\$265 each wk</b>
Wk 3: July 16 – 20	Musical Theatre	Wk 7: August 13 – 17	Act It Out!
How did you find out about our programs?			Are you a returning camper?
Would you like to join our e-newsletter mailing list?		Yes, see email above.	Copy for CASL taken :

I hereby release the Aurora Cultural Centre from all claims for damage arising from participation by myself or my child, during any program or in any facility or any location where a program is held. I hereby give permission to have staff arrange for any emergency medical care including transportation if necessary. Attempts will be made to contact parent, guardian, or emergency contact first. The participant is responsible for his/her own medical coverage. I hereby grant permission for myself or my child to participate in all Aurora Cultural Centre program activities including photographs, recordings, and public performances and allow the use of any such material, for promotional, instructional, educational or commercial purposes. **PERSONAL INFORMATION ON THIS FORM IS COLLECTED AND RETAINED UNDER THE PROTECTION OF PRIVACY ACT.**

Print Name of Participant's Parent/ Guardian \_\_\_\_\_ Signature Participant's Parent/ Guardian \_\_\_\_\_

22 Church Street, Aurora, ON L4G 1G4 | info@auroraculturalcentre.ca | T. 905 713 1818

Summer Program Registration Information & Policies on backside of this document Staff Signature & Date: \_\_\_\_\_

FOR STAFF PURPOSES		Circle Payment Type: <b>Cash</b> Debit Visa MasterCard	
\$265	x (#) _____ wks:	=	
		FOR OVER-THE-PHONE CREDIT PURCHASES	
		Card Holder Name:	
		Credit Card #:	
		Expiry Date:	CVC:*
*Card Verification Code required for all credit transactions over the phone			
TOTAL		=	
Proceeds from registrations go to providing ongoing programs and community events at the Aurora Cultural Centre. (80823 9693 RR001)			
This form serves as the receipt for the Children's Arts Tax Credit. Please retain the provided copy.			COPY PROVIDED: YES – staff signature & date

## SUMMER PROGRAM REGISTRATION INFORMATION & POLICIES

**Payment is required at time of registration to confirm program placement.**

**This registration form serves as the receipt.**

**The following requirements are needed by the start of the first class to allow participation:**

- All form details - to ensure correct program placement and emergency contact details
- Parent/Guardian signature
- Verified Proof of age (birth certificate, passport, health card) by Centre staff for **all students**

**The camper must turn seven years old by August 31, 2018 before they are permitted to attend Mixed Media Mash-Up.**

Due to the change in the *Childcare and Early Years Act*, all campers must turn **four** years old before they are permitted to attend any Aurora Cultural Centre program. For further information please go to [www.ontario.ca](http://www.ontario.ca).

### Arrival & Dismissal

- We require all parents/guardians to sign their child in and out of camp daily.
- A separate form will list individuals who have the authority to pick-up your child(ren) from the Centre.
- We will not allow your child to be picked up by anyone else without prior written consent.
- A child, ten or older may sign-in/out with advance written permission.

Drop-Off Time	Pick-Up Time
Monday: up to 15 min. early for paper work	Monday – Thursday: no later than 5 min. after end of class
Tuesday – Friday: up to 5 min. early	Friday: 15 min. <i>early</i> for student art showcase

**Be considerate of instructors, staff & your child(ren); early drop-off or late pick-up cannot be accommodated.**

### Payment, Refunds & Withdrawals

- Payment is required at time of registration to confirm program placement
- PTPG Pick-Up is Non-Refundable.
- Registrations fees are **not** prorated once the camp session has started or for any missed dates.
- All NSF cheques will be charged \$50 (+HST) and must be replaced by cash or certified cheque to confirm registration. Post-dated cheques are not accepted.
- Refund requests must be in writing and emailed to [info@auroraculturalcentre.ca](mailto:info@auroraculturalcentre.ca) attn: Administration.
- Non-attendance does not constitute notice of withdrawal and there are no refunds for missed classes.
- Authorized refunds will be provided by the method of payment; or cheque issued for cash payments.
- Information to process refunds must be provided no later than 2 weeks post authorization or refunds will be considered forfeited. We do not hold credit card details on file.

### Refund Requests made:

Up to seven (7) days prior to start of camp session	=	Less 20% of session fee + \$25 administration fee (HST included)
72 hours prior to camp session	=	No refund

Please allow 30 days to process authorized refunds.

### A \$25 administration fee (HST included) applies to the following:

- Change of a Summer Session Week (ex. Moving registration from Wk 2 to Wk 6)
- Additional copies of the registration form (ie. For tax purposes, etc.)
- All refunds & withdrawals

We reserve the right to withdraw, postpone, cancel or combine classes, limit registration, or change instructors. Submission of a registration does not guarantee acceptance in the requested program.

**This registration form serves as the receipt. Please retain the provided copy.**

### **\*Non-residents of Aurora are welcome\***

22 Church Street, Aurora, ON L4G 1G4  
info@auroraculturalcentre.ca  
T. 905 713 1818 | F. 905 713 1301  
auroraculturalcentre.ca  
Be Engaged. Be Inspired.

\_\_\_\_\_  
**Parent/Guardian Initial**  
Information & Policies have  
been read and understood.

