

# Registration Form

\*For Playgroup in the Park, Adventure Theatre MTC and The Writer's Center registration information, see their listings in this brochure

COMPLETE ONE REGISTRATION FORM PER STUDENT

Office Use Only
Reg# _____
Notes: R <input type="checkbox"/> RI <input type="checkbox"/>

**STUDENT NAME**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

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

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

DOB (if under 18) \_\_\_\_\_ Guardian name: \_\_\_\_\_

Class Name	Class Start Date	Class Start Time	Price	Member Price
Partnership Members receive a \$3 tuition discount per class. If you are a Member, provide your Member ID# here _____ and adjust the pricing above, or donate \$35 or more to become a Member now.			Subtotal	
			Donation	
			<b>Add Registration Fee \$13.00</b>	
			Total	

CASH: \$50 or less, deliver to Partnership office during office hours.

CHECK OR MONEY ORDER PAYABLE TO **GEPPAC**.

Send payment to GEPPAC, Attn. Registrar, Glen Echo Park, 7300 MacArthur Blvd., Glen Echo, MD 20812.

Credit Card: Cardholder Name as it appears on card (print) \_\_\_\_\_

MC  Visa  Disc                 Exp \_\_\_/\_\_\_ (month/year)

American Express                 Exp \_\_\_/\_\_\_ (month/year)

Credit Card Security Code:    (Visa, MC, Disc)     (Amex)

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

If paying by credit card, you may register online, fax your registration form to 301.634.2260, or call GEPPAC at 301.634.2255.

**Please sign and date Release of Liability on the reverse side of this form.**

## Glen Echo Park Partnership Registration, Class Policies, Terms & Conditions

**7300 MacArthur Blvd., Glen Echo, MD 20812 | 301.634.2222 | [www.glenechopark.org](http://www.glenechopark.org)**

Students enrolling in classes and programs through the Glen Echo Park Partnership (the Partnership) accept these Registration and Class Policies as part of the terms and conditions of their registration.

**Registration Fee:** A non-refundable Registration Fee of \$13.00 applies to each separate registration (per registration form or per online registration session); an individual student and their family members may sign up for an unlimited number of classes within a single registration.

**Class Cancellations:** The Partnership reserves the right to cancel classes that do not meet a minimum enrollment in the discretion of the Partnership. Enrolled students will be notified in advance of class cancellations. Class tuition is refunded when a class is cancelled by the Partnership.

**Refund Policy:** To cancel your registration, notify the Registrar in writing at [registrar@glenechopark.org](mailto:registrar@glenechopark.org). Refunds are issued according to the following schedule:

- Withdrawal 8 days or more prior to class or workshop: full tuition refunded minus a \$20 cancellation fee.
- Withdrawal 7 days prior to a class and up to 24 hours after the first class: 50% tuition refunded, minus \$20 cancellation fee.
- Withdrawal 7 days prior to a workshop: sorry, no refund.
- Withdrawal more than 24 hours after first class or later: sorry, no refund.
- Registration fees and camp deposits are non-refundable. Camp fees are noted in course descriptions.
- Course tuition and registration fees are nontransferable.

**Class Policies:** The Partnership and its partners offer non-accredited classes and workshops to the public. Because group cooperation is essential for a successful learning environment, the Partnership reserves the right to remove a student from a class or workshop if an instructor believes, in his or her sole discretion, that a student's behavior disrupts the learning environment. Students with special needs, or their parents or guardians, should contact the instructor prior to registration to discuss any accommodations that might be needed for successful participation in a group class.

The Partnership reserves the right to substitute an appropriate instructor when necessary and to change a program location when needed. Please be mindful of class start and end times. Neither the Partnership nor the instructor are able to provide pre- or post-class care, unless part of a scheduled childcare program.

**Likeness Release:** The Partnership and instructors reserve the right to make recordings (by use of any media) of a student's work, voice, actions and/or likeness (collectively "Likeness") and to use such recordings in promotional, marketing or other printed or electronic media communication without limitation. In consideration of participating in the class(es), the undersigned, on behalf of herself/himself and his/her child under the age of 18, hereby consents to the making of such recordings and releases the Partnership and its instructors from any and all liability arising out of any recording, use or distribution of the student's Likeness.

**Release From Liability:** I wish to register to participate in one or more classes offered by Glen Echo Park or to register my child who is under the age of 18. I understand that some of the activities involve risks including, but not limited to, bodily injury, death or property damage. I also understand the importance of following all instructions, heeding all safety warnings, and not engaging in any activity I am not able to perform safely based on my physical condition or otherwise.

In consideration of participating in the class(es), the undersigned, on behalf of herself/himself and his/her child under the age of 18, agrees not to make any claim against, and to release from any liability, the Glen Echo Park Partnership for Arts and Culture, the National Park Service, the United States Government, Montgomery County, Maryland, the class instructors, and their respective officers, directors, shareholders, employees and agents (the "Released Parties") arising out of participation in class activities, whether caused by the instructor's negligence or otherwise, and whether for bodily injury, death, property damage, or loss of any kind or nature, including without limitation claims concerning the right of privacy and/or publicity arising from the recording, use or distribution of the student's Likeness.

I certify that I understand the terms of this Release from Liability, that I am age eighteen (18) years or older, or the parent/legal guardian of the student identified below and authorized to execute this Release from Liability on his/her behalf. This Release will bind me, my representatives, successors, heirs, and assigns.

Student Name (*Please print*) \_\_\_\_\_

Student Signature (*if student is over 18*) \_\_\_\_\_

Guardian Signature (*if student is under 18*) \_\_\_\_\_

Guardian Name (*if student is under 18*) \_\_\_\_\_

*Emergency Contact:* Name \_\_\_\_\_

Phone # \_\_\_\_\_ Relationship \_\_\_\_\_