

SUSQUEHANNA TOWNSHIP RECREATION DEPARTMENT

PROGRAM REGISTRATION FORM

PARTICIPANT'S NAME _____ TELEPHONE _____
PARTICIPANT'S AGE (if applicable) _____ BIRTHDAY _____ WORK _____
PARENT/GUARDIAN _____ HOME _____
ADDRESS _____ EMERGENCY _____
CITY _____ ZIP _____ ASK FOR _____
NAME OF ACTIVITY _____ DATE _____
PLACE _____ TIME _____
AMOUNT PAID \$ _____ DATE _____ CASH _____ CHECK NO. _____
DEPOSIT \$ _____ BALANCE DUE _____ DATE DUE _____ CASH _____ CHECK NO. _____

I WAIVE ALL CLAIMS AGAINST THE RECREATION PROGRAM, AND THE TOWNSHIP FOR ANY PERSONAL INJURY WHICH MAY OCCUR, UNLESS NEGLIGENCE IS INVOLVED. THIS WAIVER MUST BE SIGNED BEFORE ANY PARTICIPATION IS ALLOWED.

CHECK ONE PLEASE:
RESIDENT _____
NON-RESIDENT _____

SIGNATURE _____
(PARTICIPANT/PARENT/GUARDIAN)

Mail In:
Susquehanna Township Recreation Department
1900 Linglestown Road
Harrisburg, PA 17110
24-Hour Drop Box
The 24-hour drop box is located in the front of the Municipal Building. Please put your registration form and payment in an envelope and drop it into the box. NO Cash
Walk In:
Office Hours:
8:30 am - 5:00 pm

Cancellations: The Susquehanna Township Recreation Department reserves the right to cancel any activity. A full refund will be given.
Confirmation: It is the responsibility of the registrant to attend. No confirmation will be sent unless a self-addressed stamped envelope is provided.
Facility Policy: The Township and School facilities are smoke-free and drug-free. Alcoholic beverages are prohibited.
Refund Policy:
For multi-session programs: In case of cancellation by the individual on a date before the class begins, all fees will be refunded. In case of cancellation before the second class, an administrative fee of \$5.00 will be withheld. No refunds will be given after the second class.
For one-day activity and Bus Trips: In case of cancellation by the individual, refunds will be granted only if the cancellation is made two weeks prior to the activity and a replacement can be found.

Complete the registration form and sign. Please include required fee with check or money order payable to Susquehanna Township. Cash will be accepted by walk-in registration only. Use one form per activity. Duplicate if needed.
PLEASE REGISTER EARLY!!