

## **Caribou Parks & Recreation Department Notice of Payment Policy / Consent Form**

The Caribou Parks and Recreation Department is pleased to provide a variety of programming for all ages. To ensure the quality of the programs and good service, it is imperative that we have clear policies regarding registration payments. Hopefully the guidelines below will provide you with a clear understanding of policies when registering.

1. All programs will have a minimum number of registrants required. If that number is not fulfilled by the deadline, the program or trip will be cancelled.
2. All registrations must be accompanied by payments in full. No exceptions.
3. No registrations will be accepted over the phone, excepting resident registrants that have paid the annual per child fee where applicable. Non-residents who have paid an annual per child fee may call in to register where applicable however, they will be placed on a waiting list until the starting date of the program. If, the day prior to the start of the program, there are openings, non-resident annual pass participants may be moved into the program and will have priority over per program paying non-residents.
4. If the program which entails a trip has to be canceled due to lack of registrations, anyone having paid will be refunded in full.
5. Regarding trips, all deadlines will be scheduled a minimum of two (2) weeks in advance of the actual program.
6. If, by the deadline there is the required minimum number of registrations, the registration period will remain open, however no registrations will be accepted over the phone after the deadline period. Persons wishing to register must come into the Wellness and Recreation Center to register and pay in full for the program.
7. **ABSOLUTELY NO REFUNDS WITHOUT A 48 HOUR NOTICE.** There will be a 50% penalty on any request for refund after the two-week deadline up to 48 hours prior to the program.

### **EMERGENCY MEDICAL INFORMATION**

I hereby authorize the CPRD staff to provide emergency treatment of any injury or illness my child may experience including transportation to the closest medical facility.

In the event of a medical emergency where local ambulance transport is required, I hereby authorize the Caribou Parks and Recreation Department to transport to the closest hospital.

My son/daughter is participating in the Caribou Parks and Recreation Department's summer programs which may compete with surrounding communities throughout the summer, in which they will be traveling by bus or van. I also give permission for my son/daughter to travel by van or bus to games/events with other communities.

### **INFORMED CONSENT**

This authorization is granted only if reasonable effort has been made to contact a parent or guardian at the telephone numbers provided above. My child and I are aware that participation in all recreation programs is potentially hazardous and may involve the risk of injury. As a parent, guardian and/or participant, I am aware of these hazards and my ability, or my child's ability to participate. I hereby, for myself, my heirs, executors and administrators waive and release all rights and claims against the City of Caribou, Caribou Parks and Recreation Department, its officers, supervisors, employees, agents and volunteers, from all losses, injury, damages, fees and other expenses arising out of, or in connection with, participation in this activity.

I understand this informed consent clause and agree to its conditions on behalf of my child.

### **PHOTO/MEDIA RELEASE**

I grant Caribou Parks and Recreation Department, the right to use, reproduce, assign and/or distribute photographs, films, video tapes and sound recordings of my child to use in materials they may create.

**I give my child permission to go from the school directly to the Wellness Center for this activity.**