

REGISTRATION FORM

Springfield Township Parks & Recreation

12000 Davisburg Road, Davisburg, MI 48350 (Lower level of Springfield Township Civic Center)

Office Hours: Monday–Friday, 9am–12pm and 1pm–5pm

Registration will be accepted by **MAIL**, by **FAX** (only if no fee applies), **ONLINE** or **IN PERSON**.

REGISTER ONLINE AT: WWW.STPR.US

**Step
This Way.
Live.
Learn.
Play.**



NAME (Parent or Guardian Name If Under 18 Years Of Age)	BIRTH DATE	HOME PHONE
STREET	CITY	ZIP
TOWNSHIP	WORK PHONE	EMERGENCY CONTACT (Name & Number)

PARTICIPANT'S NAME	COURSE #	COURSE NAME	BIRTH DATE	FEE

PAYMENT OPTIONS (PAYABLE TO: SPRINGFIELD TOWNSHIP PARKS & RECREATION)

- CHECK ENCLOSED
 VISA
 MASTERCARD
 DISCOVER

TOTAL: \$

CREDIT CARD #	EXP. DATE	SEC. CODE
NAME AS IT APPEARS ON CARD (Please print)	SIGNATURE	

HOW DID YOU HEAR ABOUT THE ABOVE PROGRAM(S) AND/OR EVENT(S):

- Brochure/Flyer
 Website
 Cable Channel
 Friend/Employee
 Walk-in
 Road Sign
 Facebook
 Other _____

PLEASE READ WAIVER & SIGN FORM:

The undersigned, on behalf of himself or herself, or as a parent or guardian of such individual, assumes all responsibility for the above participant while enrolled in the activities sponsored by the Parks & Recreation Department of Springfield Township, with respect to any actions taken in pursuance of such activities, either before or after the activity. Moreover, it is agreed that the Township of Springfield and its departments and employees shall not be liable for any property damage, and/or personal injury, and/or other loss or damage suffered by the participant, and the participant, on his or her own behalf, or as parent or guardian of participant, release and forever discharge each of the entities and persons from any and all actions, causes of actions, claims and demands with respect to any and all such damage, injury or loss. In the event of any injury, permission is hereby given to the Parks & Recreation Department of Springfield Township, and to the Director, or his or her agent, or employee, to see that first aid and medical attention are given to the participant, at the discretion of the Parks & Recreation personnel. The participant represents that he or she is in good physical condition and able to participate in the activity for which he or she is enrolling, and shall be responsible for his or her own health, and acknowledges that the activity in which the participant is enrolling may be injurious, and participant accepts this risk with full knowledge. Video recording may be done and/or pictures may be taken at certain Parks and Recreation parks, facilities, classes, programs and/or special events, and, unless the department receives signed, written objections, videos and photos may be reproduced for publication.



PARTICIPANT SIGNATURE (or Parent/Guardian Signature if under 18)

DATE

REGISTRATION

Registration is required for all classes, programs and special events and will be accepted on a first come, first served basis. Registration will be accepted online, in person at the Parks and Recreation office, by mail, or placed in the after hours drop box located at the lower level entrance of the Springfield Township Civic Center. Full payment is required at the time of registration. Payment must be in the form of credit, debit, cash, personal check and/or money order. Please make all checks payable to Springfield Township Parks and Recreation (STPR). There is a \$30 charge on all returned checks. Registration forms can be found on our website at www.springfield-twp.us. If a class, program or event is full, you may ask to be put on a waiting list.

RESIDENT RATES

Resident rates apply to residents of Springfield Township and Rose Townships, unless otherwise specified.

REFUNDS

Full refunds will be issued for classes, programs, camps and special events that are cancelled by the Parks and Recreation office. All other cancellations/refunds will be subject to an administration fee of \$5 per person per class, program, camp or special event. **Unless otherwise noted, no refunds will be given less than five (5) business days prior to the start date. No refunds will be given for amusement park tickets.** All refunds will be issued in the form of a check and

mailed within four (4) weeks of the request. Basketball & Baseball Programs have individual refund guidelines which are stated on each registration form and in their designated sections in this brochure.

CANCELLATIONS

Springfield Township Parks & Recreation reserves the right to cancel scheduled classes, programs, camps or special events due to low registration and/or other conditions beyond our control.