

**REGISTRATION PROCEDURES**

Program registration forms are available at the Limerick Township Building or download at [www.limerickpa.org](http://www.limerickpa.org).



Mail completed registration form along with check to **LTP&R 646** W. Ridge Pike, Limerick, PA 19468



Drop off completed registration form with payment at the Limerick Township Building. Office hours are Monday—Friday from 8 am—4 pm.

**REGISTRATION INFORMATION**

- ◆ Classes are filled on a first come first served basis...register early.
- ◆ Pre-registration is required for all programs unless otherwise noted.
- ◆ Payment must accompany registration form.
- ◆ Attend the first class as scheduled; confirmation is not mailed.
- ◆ Make checks payable to "Limerick Township"

**Signed registration /Hold Harmless forms are required** for participation in LTP&R programs/ trips - these forms are a contract of understanding between you and LTP&R. Signed registration forms are required to process your registration and for participation in programs

**Cancellation, Transfer & Refund Policy**

- ◆ Limerick P&R reserves the right to cancel any program or activity due to insufficient registration. A full refund will be issued.
- ◆ Inclement weather may prompt cancellations. Not sure? Call Limerick P&R. Sessions are made up at another date if possible.
- ◆ If your status in a program changes, contact Limerick P&R immediately to document the change.

**Cancellation Policy.....**

- ◆ Cancellation before the close of business on the printed registration deadline date is without penalty.\*
- ◆ Cancellation or transfer after the printed registration deadline is handled on a case-by-case basis.\*
- ◆ Refunds are not possible once Limerick P&R has paid instructors.

**There is \$10.00 per person administration fee for any cancellation processed.**

**LIMERICK PARKS & RECREATION PROGRAM REGISTRATION FORM**

(PLEASE PRINT)

Participant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (H): \_\_\_\_\_ Self/Mom (CELL) \_\_\_\_\_ Self/Dad (CELL) \_\_\_\_\_

Male       Female       Limerick Twp. Resident       Non-Resident

Would you like to be added to LTP&R e-mail update list? Yes No E-mail address: \_\_\_\_\_

If child is under 18:

Mother/Guardian's Name: \_\_\_\_\_ Father/Guardian's Name: \_\_\_\_\_

Activity/Program Name	Day/Dates	Time	Fee
			\$
			\$
<b>Total Payment</b>			

**HOLD HARMLESS AGREEMENT**

**HOLD HARMLESS AGREEMENT:** Any participant and/or his guardian, in consideration for the Township of Limerick through its Department of Parks and Recreation providing facilities, instruction, transportation, and supervision in the activity for which he has registered does hereby:

1. Agree to assume all risks & responsibilities of possible damage/ injury involved through participation in said activity. I understand I am to furnish my own insurance in case of injury.
2. Request permission to participate in the activity with the full knowledge that the said activity could result in damage or injury to me.
3. Agree to indemnify and hold harmless the Township, its department and agents from liability for personal injury or property damage resulting from my participation in said activity.
4. Waive the right to dispute all proper changes once he/she/they have registered and/or participated in the LTP&R program, trip or special event for which a registration is received.
5. Understand and will abide by the cancellation and refund policies of LTP&R as stated for bus trips, programs and special events.
4. Agree to allow Limerick Township to use any photos taken at an activity for future township publications.

**Participant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature confirms that participant has read and agrees to Limerick P&R Hold Harmless Agreement. (Parent or guardian sign for participant under 18)**

**FOR LTP&R OFFICE USE ONLY:**

PAYMENT METHOD: Payee Name \_\_\_\_\_

Cash  Check # \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_

Computer: \_\_\_\_\_ Date: \_\_\_\_\_

**Special accommodations for trips/programs:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

