

ACTIVITY REGISTRATION



Head of Household Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_

Contact Information

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Information

Emergency Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Participant Name: \_\_\_\_\_

Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Medical or other information our staff should be aware of: \_\_\_\_\_

Activity Name:	First Choice Activity #	Second Choice Activity #	Fee
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Participant Name: \_\_\_\_\_

Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Medical or other information our staff should be aware of: \_\_\_\_\_

Activity Name:	First Choice Activity #	Second Choice Activity #	Fee
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If paying by check, please make the check payable to: Town of Burlington  
Program Refund Guidelines and Trip Registration are located on the other side.

TRIP REGISTRATION



Head of Household Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_

Contact Information

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Information

Emergency Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Trip Information

Name of Trip: \_\_\_\_\_ Activity #: \_\_\_\_\_

Number of Reservations: \_\_\_\_\_ X Fee: \_\_\_\_\_ = Reservation Amount: \_\_\_\_\_

Number of Cancellation Waivers: \_\_\_\_\_ X Fee: \_\_\_\_\_ = Waiver Amount: \_\_\_\_\_

Meal selections (if applicable): \_\_\_\_\_

*List of names and addresses of those attending the trip*

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Please list any special requests in the space below:

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

**Program Refund Guidelines**

If you decide to cancel a registration, please notify the Recreation Office as soon as possible prior to the program start date. If you give sufficient notice of cancellation, the Recreation Office may be able to give you a full or partial refund. There will be a \$10 processing charge for all refunds given. Please inquire about a refund at the time you cancel your registration. If you cancel your registration for a program for which the Recreation Department has paid deposits, purchased equipment or incurred other expenses on your behalf; your refund, if any, will be reduced by the amount of the expenses incurred.

*Refunds take 2-4 weeks to process. If payment was made by check or cash, a check from the Town will be mailed. If paid by credit card, your credit card will be refunded. If you have an outstanding balance, the refund will be automatically applied to the balance.*