



Grand Haven Area Public Schools
 1415 Beechtree St., Grand Haven, MI 49417
 Phone: 616.850.5125 Fax: 616.850.5127
nora.ghaps.org

PROGRAM/EVENT REGISTRATION FORM

Program Name _____ **Event Code #** _____ **T-shirt Size**(if appl.) _____

Child Name _____ **Age** _____ **Birthdate** __/__/__ **School** _____ **Grade** _____

Parent Name _____

Email Address _____

Phone (Primary) _____ **(Secondary)** _____

Address _____ **City** _____ **Zip** _____

Residency : GH City GH Twp City Frsbg Rob Twp Pt Shld Twp GHAPS (SL) GHAPS (other) SL Twp(NR) SL Village (NR) Other (NR)

My child has my permission and is physically fit to participate in the Northwest Ottawa Recreation Authority.

Parent/Guardian Signature _____

Date _____

Registration are accepted in the following manner:

- Mail this registration form with check or money order
- You can use drop box, located outside our pedestrian gate, after hours
- You can pay in person, Monday – Friday, 8:00am-5:00pm, open through lunch hour and you can pay by check, cash, money order, or Visa or MasterCard. (Summer hours: 8am-4pm)
- Registration forms can be faxed to 850-5127 with accompanying Visa or MasterCard.
- Register over the phone at 850-5125, during business hours, using Visa or MasterCard.
- Register online is available if you've received your password to login. If you need a password, call the office and your account will be updated and a password will be emailed to you for immediate use.
- Receipts and confirmations are only sent upon request.

Policies:

1. A full refund will be issued if NORA cancels a class.
2. A full refund less a \$5 processing fee will be issued if participant cancels at least 48 hours prior to the start of class.
3. If cancellation is less than 48 hours of class beginning, a voucher for value of class will be issued less the \$5 processing fee. **VOUCHER CAN BE USED TOWARD ANY NORA CLASS, JUST LIKE CASH, BUT MUST BE USED WITHIN ONE YEAR.**
4. NO REFUND will be issued if canceling on day of class.
5. NO REFUND will be issued after class starts regardless of attendance.
6. A \$15.00 fee will be charged for all returned checks.
7. Registration deadline is 1 week prior to start of program. \$10 fee will be assessed for late enrollment.
8. Resident= Lives in GHAPS District Boundaries: GH City, GH Twp., City of Ferrysburg, or Robinson Twp.
9. NORA reserves the right to cancel programs if the minimum enrollment is not achieved
10. Resident fee is determined by the information checked above. If you live within the Grand Haven Area Public School district boundaries or in the City of Grand Haven, City of Ferrysburg, Robinson Township, Grand Haven Charter Township or Port Sheldon Township; then you will be charged the resident rate. All others must pay the Non-resident rate.
11. Video/Photos: Video recording may be done and/or photos may be taken at our programs/events, and unless the department receives a signed, written objections, videos and photos may be reproduced for NORA publications.