

MAC Class Registration Form

Make check(s) out to:
Marlborough Arts Center

and mail with this form to:
**Marlborough Arts Center
Attention: Class Registrar
231 North Main Street
Marlborough, CT 06447**

PERMISSION

In an emergency, I hereby give permission for myself, or participating student, to be transported to a medical facility for medical attention. It is hereby understood and agreed that I shall assume full responsibility for all transportation and medical costs regardless of what is covered by my insurance.

I agree to indemnify and hold harmless the Marlborough Arts Center and its agents and employees from any injuries or damages caused by or resulting from participation in the programs sponsored by the Marlborough Arts Center.

I have read the above statements and, by signing this, I agree to them (must be signed by someone over 18):

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|---------------------------|
| Please print name legibly |
| Signature |

Membership runs from January 1 to December 31.

Membership forms and online signup can be found on our website. Please provide a separate check and mark "Membership" in the memo area if you wish to join.



Please detach and keep this portion for your records.

CLASS & GENERAL INFORMATION

Please visit our website at www.marlborougharts.org for more information on class descriptions, materials required, and teacher biographies. Unless specified, classes are held in our classroom. We have restrooms with handicap access. Ample parking is provided in our private lot.

REGISTRATION POLICIES

Deposits and class tuition will be refunded if a class is cancelled by the Arts Center. Withdrawals from this class may occur up to one week before class begins. A \$25 withdrawal fee will be deducted from your refund. No refunds will be made for withdrawals within one week of the first class, for "no shows", or withdrawals after class begins.

MAKE-UP CLASSES

Classes canceled by the Arts Center will be rescheduled. There will be no make-up classes for those missed by the student. There is no refund for classes missed by students. Tuition is not pro-rated.

STUDENTS 18 AND YOUNGER

Children must be dropped off and picked up no more than 15 minutes before the start and after the end of class. After 15 minutes beyond the end of class, parents will be charged at the rate of \$15 per half hour or part thereof.

STUDENTS WITH DISABILITIES

The Marlborough Arts Center is a handicap accessible building. If special accommodations are required, please call us at 860-467-6353.

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| Class Title |
| Registrant's Name |
| If registering for a child under 18, Student's Name and Age |
| Registrant's Street Address |
| Registrant's City/Zip |
| Registrant's Phone Number |
| Registrant's Email Address |
| Date Submitted |

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|-------------------------|
| Class Fee |
| \$ |
| Total Amount of Payment |
| \$ |

***Discounts are not available for Materials Fees. These are paid directly to the instructor at the first class.**

PLEASE NOTE: Don't delay registering! We need to ensure there will be adequate participation so classes can run. Receipt of your check at least **3 weeks in advance of the class date** will guarantee your space. Your check will not be cashed until the class is run.

| REGISTRANT'S PAYMENT INFO | |
|---------------------------|--------------|
| Check Mailed (date) | Check No. |
| Class Name | Check Amount |