

# ***Preston Figure Skating Club***

## **2016 / 17 Policy and Procedure for the Recreational Registration**

Mailing Address: 6-425 Hespeler Road, Suite # 322  
Cambridge, Ontario N1R 8J6  
(519) 653-2252



### **General Information:**

1. All skaters are required to purchase a \$36.00 Skate Canada fee for skater insurance. If you purchased during the fall 2016 session, you are not required to purchase it again.
2. Cash, Cheques Visa or Mastercard are acceptable.
3. There is a \$25.00 sur-charge for all NSF cheques.
4. **No refunds after Oct. 30, 2016.(medical letter required after this date)**
5. Once the application form is received at the Preston FSC club office, an email will be sent out verifying application form is received.
6. Tax Fitness Credit: Payments made from Aug 1 – Dec 31, tax receipt will be issued in Jan 17. Payments made from Jan 1 – March 30<sup>th</sup> – tax receipt will be issued in June 2017.
7. No Skating: **Nov. 12 , Dec 22 – Jan 2, January 7, 14, 21, 2017** due to holidays and hockey tournaments at the arena. Make-up session sign up sheets will be available in December; these classes are available in January.
8. All instruction classes conclude on Sat Mar 8<sup>th</sup>, 2017. Gala practice begin that weekend. This is part of the package. There is no refund if the skater decides not to participate in the ice show.

### **Payment Procedure for Oct to Dec Skating:** {two options}

First Choice: Payment in full with application form

**Or** Two Equal Payments:

1<sup>st</sup> payment is due upon registering for the program,  
the three other payment dates:  
November 1<sup>st</sup>, 2016.

Once you have received a verification email stating that your application form is received, then you become responsible for payments.

### **Payment Procedure for Entire Season:** {two options}

First Choice: Payment in full with application form

**Or** Four Equal Payments:

1<sup>st</sup> payment is due upon registering for the program,  
the three other payment dates:  
November 1<sup>st</sup>, December 1, 2016 & January 15, 2017.

Once you have received a verification email stating that your application form is received, then you become responsible for payments.

### **Volunteering:**

Our aim is to encourage family involvement within our club. We have a variety of options to volunteer. It can be done by volunteering at an event or in our club office or by participating in our fundraisers. A listing of activities is included on the actual application form.

All that we ask is for each family to volunteer a minimum of 2 hours. Or if you prefer to participate in the fundraising activities every \$ 25.00 dollars raised you will receive credit for one hour towards the 2 hours of volunteer service.

If you don't feel that you have the opportunity to participate in the fundraisers or volunteer, please provide a post-dated cheque or provide credit card authorization in the amount of \$ 25.00 per person or \$ 40.00 per family. The cheque would be dated for April 5, 2017.

List below are some of the volunteer activities we are offering during the 2016/17 winter season:

Volunteer Services throughout the season:		
Family Christmas Party	Assist with Organizing Fundraisers	Recreational Program
Team Parties		
Gala Volunteer Services:		
Marketing	Communications	Set Up/Tear Down
Publicity	Programs	Backstage during show
Ushering	Costumes	Creating Props
Ticket Sales	Spotlight Operator during show	Security
Dressing Rooms	Set Painting	

**Waivers:**

{First day of skating, you will be required to sign a hard copy of the waiver forms}

I hereby release the Preston Figure Skating Club of Cambridge Inc., the Arena Management and Employees, Professional and Assistant Coaches from any responsibility, for any accident or injury to any individual, or the loss or damage to any personal property however caused on or off the premises. I agree my child / ward will abide by the rules and regulations of the Preston Figure Skating Club of Cambridge Inc. as set by the directors. Any disregard for these rules will result in the removal of the Skater from our skating program without refund of any fees paid.

Publication Waiver: As of October 1<sup>st</sup>, 2016 to Mar 25, 2017: As a teaching Centre for youth figure skating, there are occasions to video tape and/or photograph children involved in activities on & off the ice. These tapes and photographs are used for various reasons. We use them as educational tools, advertising, publicity information &/or promoting specific activities. These items are the property of the Preston FSC &/or Champions Training Centre (KLFSS Inc.). As well, children may be observed or invited to participate in an activity such as the Preston Annual Ice Show where photographs, slide presentations and/or videotape can be purchased to the public. On occasion coaching staff, Preston FSC Board of Directors and/or parents take photographs and/or videotapes of children involved in various activities. These tapes & photographs are often shared in the Centre and may become part of an individual's collection of memories.

**\*\*\*WHEN YOU TYPE IN YOUR NAME ON THE APPLICATION FORM, YOU ARE AGREEING TO ALL OF THE ABOVE INFORMATION\*\*\***