

TUTORING IS ALSO AVAILABLE!

Event Information

- Includes transportation to and from school.
- Includes a healthy snack.

fitness based

before & after

school programs

· Kids choose from the following classes:

KARATE PARKOUR

GYMNASTICS DANCE/ZUMBA

NINJA NATION CHEER TECH ACADEMY YOGA

BERLIN ACTIVITIES DEPOT



10008 Old Ocean City Blvd, Berlin MD 21811



(410) 629-0878

Before Care Program

7:00am – 8:30am Monday – Friday

Daily Only: \$18
Before Care Only: \$65 weekly or \$280 monthly

Before and After Care Program 3:00pm – 5:15pm Monday – Friday

2 Days Per Week = \$55 weekly or \$225 Monthly 3 Days Per Week = \$65 weekly or \$265 Monthly 4 Days Per Week = \$72 weekly or \$295 Monthly 5 Days Per Week = \$80 weekly or \$328 Monthly

Includes: Classes, Transportation, & Snack

Extended Care 5:15-6:15pm \$15 Per week

*After School Programs DO NOT INCLUDE: Delays, early dismissals, days off school, holiday camps, summer camps, annual enrollment fees, extended care costs, open gym/jumps in the kidz zone.

Year Round Program

- \$100 per week *\$75 annual registration/Membership Fee discounted if committed to year-round program*
- Full 52-week contract includes After School Program and Summer Camp with scheduled field trips per week and extended care all year-round.
- Contract locks family into 52 weeks per year- started no later than 1/1/2019

DOES NOT INCLUDE: Enrollment fees for summer camp, yearly registration, delays, days off school, early dismissals or day camps

SCHOOLS WE TRANSPORT TO:

- Seaside Christian Academy
- Willards Elementary
- Pittsville Elementary and Middle
- Ocean City Elementary
- Showell Elementary
- Most Blessed Sacrament

- Surrounding Delaware Schools
- Buckingham Elementary
- Stephen Decatur Elementary, Middle & High
- Worcestor Prep
- BIS

SCHOOL & HOLIDAY BREAK FEES

Additional Fees

1 Hour School Delay = \$10 2 Hour School Delay = \$14 Half Day = \$25 Day Off School = \$35 per day 730—530 p.m. Extended Care PM = \$10 7:00—7:30/530—6

Drop In Rates

Member Rate: \$35 per day *based on last minute availability*

Non-Member Rate: \$40 per day

Welcome to Berlin Activities Depot!

Need to know:

- All payments are required by Monday at 5:00 P.M. If tuition is unpaid by Tuesday, your credit card on file will be charged for your tuition. If for any reason your credit card charge does not complete, a \$35.00 decline fee will be automatically assessed. If un able to charge card on file. Failure to pay tuition will affect your child's ability to participate in B.A.D Before and After School programs.
- There will be NO refunds for any payments regardless of missing the program for any reason.
- If transportation to and from B.A.D and your child's school is provided please ensure that your child understands proper safety and rules on the B.A.D vans.
- If your child does not have a snack or drink, they can be purchased at the "Above the Bar Grub Hub". B.A.D is not liable for any lost or stolen money that is in the child's possession. If a snack is packed please be sure it is something that will keep throughout the day.
- Children must have money to purchase snacks, have a credit card on file or to purchase a snack/drink at the snack bar.
- If your child does not have school, or a half day of school and will or will not need care from B.A.D please let us know 24 hours before the day.
- As children are coming to and from school they have their backpacks, jackets, other clothing etc; B.A.D is not liable for any lost or stolen items. Cubbies are available for your child to place their belongings. Please be sure to label everything with your child's name to ensure nothing is mixed up with another child's.
- If you have not picked up your child by the designated time that their program ends they will be placed in the aftercare extended hours class and your account will be auto billed \$15.00.
- Accidents happen! B.A.D employees ensure that caution is always taken in the gym and safety comes first but
 accidents can still occur. If a child is hurt the correct measures are taken to take care of the situation is a safe and
 quick manner. After taking care of the situation the parent is immediately notified. B.A.D is not liable for any accident
 or injury that occurs.
- Please have your child dress appropriately for the program they attend that day.
- Students must be signed in and out using our POS system at the front desk with your designated pick up code.
- B.A.D does not follow Worcester County Schools inclement weather and emergency closing policies. If schools require closings, we will be closed at our own discretion. If schools are closed early due to weather or emergency B.A.D will still pick-up your child and they may be in our program until 5:15 PM or extended care until 6:15 PM. If earlier pick up is required for safety purposes we will inform you. There will be a \$15.00 early dismissal fee charged. We make a decision to close on a case by case basis as the safety of our staff and students are our primary concern.

Parent's Responsibility Checklist:

1. Notify Teachers that your child will be joining Berlin Activities Depot After School Program. If transportation changes occur
including a different pick up person at B.A.D or if someone else will be picking up your child from school, please notify B.A.D.
2. Notify the School office that your child is to be in the line for "Berlin Activities Depot".
3. When leaving be sure your child has all of his/her belongings. Berlin Activities Depot is not responsible for any lost or stolen
items.
4. A nutritious snack and drinks will be provided. Water fountains will be located in each activity area. We have a full-service snack
bar (Above the Bar Grub Hub) I understand my child can ONLY charge for additional snacks or activities if permission is granted to card
on file

We try to accommodate the needs of every individual to the best of our ability but we have guidelines to run our programs successfully. Please help us to better serve all of our members and customers by following our guidelines set forth



Sign up for Remind 101 Text Reminders:

Berlin Education Station Before and after school Student: Text "@BerlinEduS" to (240)754-2058

Berlin Activities Depot After School Policies and Procedures

In order for the After School Program to run as smoothly and safely as possible, the following policy and procedures will be mandatory:

Absences

A parent/guardian must notify B.A.D before 2:00 P.M if your child will not be attending school for any reason. This is so we will know if transportation is needed on that day. A **\$25.00** fee will be assessed for failure to adhere to this policy and will be strictly enforced.

Label Property and Lost and Found

Please label all items brought to B.A.D; coats, backpacks, water bottles, etc., and check lost and found weekly. B.A.D is not liable for any lost or stolen property.

School Closings

B.A.D will be open during most Days off School; camp hours will be from 7:45AM to 5:15PM. Early drop off is available from 7AM-7:45AM, late care is also available from 5:15PM to 6:15PM at an additional \$15 per week for extended Before/After care. If you need extended hours, please notify the front desk.

Inclement Weather

If Worcester County Schools are closed, Berlin Activities Depot may be closed. Please listen to local radio and TV stations for closings and sign up for Remind 101. If schools close early for inclement weather or emergency, B.A.D will pick up your child from school or the bus will drop them off at B.A.D. Additional fees will apply.

Illness

If your child becomes ill at B.A.D, the parent will be immediately notified and must be picked up as soon as possible. The following guidelines will be used for all children:

Fever: If you child has a temperature of 100 degrees or higher you will be notified and the child must be picked up.

Diarrhea/Vomiting: If a child has a liquid watery stool and/or is vomiting, the parent will be notified and the child must be picked up immediately.

Medications: We do not administer any medications to your child. Please do not send your child to B.A.D if he/she has a communicable disease or does not feel well enough to participate in all activities. Please do not forget to notify Twisters is your child will be absent due to illness.

* 24 hour Return Policy for Sickness: Documentation from the child's pediatrician must be submitted to the center to note if the child is contagious or is able to return to the center. Children who have a temperature of 100.5 degrees or higher, are vomiting or have diarrhea, show symptoms of ringworm, lice, pink eye or another communicable disease will not be allowed at the center. If your child develops a symptom we will notify you, and you will be responsible for picking up your child immediately. If your child has one of the following symptoms then he/she may return the center (24) hours after all symptoms are gone and a doctor's note is provided. Also, for communicable diseases we require a doctor note stating your child has been seen and treated for the illness. Your child will not be allowed to attend until (24) hours after all symptoms are gone.

Late Pick Up Policy:

All After School Programs end at 5:15 P.M unless enrolled in extended after care programs. If the case you are running late you may call B.A.D in advance to sign your child up for late care for a \$15.00 fee until 6:15. If your child is here past designated enrollment time, your card on file will be automatically charged for the additional program charges. Your cooperation is greatly appreciated.

Parent Payment Obligation

I understand that my tuition is arranged to be made in a weekly or monthly installments.

I fully understand that if I choose, under any circumstances, to un-enroll my child in any B.A.D program I must provide B.A.D with the required written notice for the program.

Recreational/Developmental classes: One month notice

Competitive Teams: Two month notice by the 20th of the month

Monthly contracts require a two month notice prior to the end of the contract stating they will not be renewing their contract. This notice will be applied to the following month/2 months. The following 1 or 2 months after this notice will require payment. After the 2nd month, you are released of your contract with us.

Before and After school programs require a one month notice due before the first of the month.

(Parent/Guardian Signature)	(Date)





Welcome to Berlin Activities Depot Steps for Acceptance into our Program

Now that you have decided to enroll your child please complete the following:

- Complete the bottom portion of this form and attach a check for one week tuition as a non-refundable enrollment fee, \$50 non-refundable annual curriculum/enrollment due every September 1st and upon first enrollment.
 - Once enrollment and curriculum fees and forms are received, your child will be placed on the waiting list (if necessary spot is unavailable)
 - When spot is available the Director will give required forms that need to be completed by parent
 - Once forms are completed and returned your child may begin.

Please complete the	following:	
Child's Name:		
DOB:	Times Needed:	
	Parent's Names:	
		Phone
	Child's Start Date:	
Email:		
I am aware that enro	ollment and registration fees are not refunda	able due to
cancellation.		
Signature:		
4 digit code you will	remember:	
Desired enrollment r	orogram:	

4:15-5:15 Monday:	⁷ IVI	*Please number classes in order of preference beside each class offered daily*
Wionday.		Girls Gymnastics Beginner Level 1
		Ninja Nation
		Zoo Crew- homework help and mind work
Tuesday:		
		Girls Gymnastics Beginner Level 1
		Girls Gymnastics Beginner Level 2
		Karate
		Ninja Nation
		Zoo Crew
Wednesda	av:	
		Girls Gymnastics Beginner Level 1
		FAST (Force agility sports training)
		Zoo crew
Thursday:		
		Girls Gymnastics Beginner Level 1
		Girls Gymnastics Beginner Level 2
		Ju Jitso
		Ninja Nation
		Boys gymnastics
e.id.		Zoo Crew
Friday:		Open Gym
		open cym
If exter	nded	care is needed, please select (1) class for your child to attend during extended care hours of the After School
- 4- 6 4		Program each day your child is enrolled:
5:15-6:15F	'IVI	
Monday:		Girls Gymnastics Beginner Level 2
		Ninja Nation
	П	Zoo Crew Room
Tuesday:		
•		Girls Gymnastics Beginner Level 1
		Girls Gymnastics Beginnner Level 2
		FAST (FORCE AGILITY SPORTS TRAINING)
		Zoo Crew Room
Wednesda	ay:	
		Girls Gymnastics Beginner Level 2
		Zoo Crew Room
Thursday:		
		Girls Gymnastics Beginner Level 1
		Girls Gymnastics Beginner Level 2
		Ninja Nation
		Zoo Crew Room

Friday: OPEN GYM

Please note- if not room in the classes picked, the children will be assigned to the 2^{nd} choice, if still no room- Zoo Crew will be assigned.

EMERGENCY FORM

INSTRUCTIONS TO PARENTS:

Complete all items on this side of the form. Sign and date where indicated.
 If your child has a medical condition which might require emergency medical care, complete the back side of the form. If necessary, have your child's health practitioner review that information.

NOTE: THIS ENTIRE FORM MUST BE UPDATED ANNUALLY.

hild's Name	Last		First		Birth Date	·
proliment F	ate		Hours & Dave of	Expected Attendance		
			riours a Days o	Expedied Attendance _		
hild's Home	AddressStreet/Apt.#	A	City		State	Zip Code
Par	ent/Guardian Name(s)	Relationship		Phone N	lumber(s)	
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			Place of Employmen	nt: C:		H:
			W:			
me of Per	son Authorized to Pick Up Chil					
ldress		Las	t	First		Relationship to Chil
	Street/Apt.#		City	State	Zip Code	}
v Change	s/Additional Information					
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				The state of the s		
	(Initials/Date)	(Initials/Date)	(Initial	ls/Date)	(Initials/Date)	
	(Initials/Date)	(Initials/Date)	(Initial	s/Date)	(Initials/Date)	
	(Initials/Date)	(Initials/Date)	(Initial	ls/Date)	(Initials/Date)	
	(Initials/Date)	(Initials/Date)	(Initia)	(s/Date)	(Initials/Date)	
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***********	ts/guardians cannot be reached			cted to pick up the child in	n an emergency:	
hen paren Name	ts/guardians cannot be reached		son who may be contac		n an emergency:)
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INSTRUCTIONS TO PARENT/GUARDIAN:

- (1) Complete the following items, as appropriate, if your child has a condition(s) which might require emergency medical care.
- (2) If necessary, have your child's health practitioner review the information you provide below and sign and date where indicated.

Child's Name:	Date of Birth:
Medical Condition(s):	
5 %	
Date of your child's last tetanus shot:	
Allergies/Reactions:	
EMERGENCY MEDICAL INSTRUCTIONS: (1) Signs/symptoms to look for:	
(2) If signs/symptoms appear, do this:	
(3) To prevent incidents:	
OTTEN OF EGIAL MILLIFORE PROCEDURES THAT	MAY BE NEEDED:
COMMENTS:	
Note to Health Practitioner:	
If you have reviewed the above information,	please complete the following:
Name of Health Practitioner	Date
Signature of Health Practitioner	() Telephone Number

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OUN	VTY				SCHOOL						GRADE_		
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Berlin Activities Depot must have a copy of your child's shot records, lead test and school records.

Class Registration Parameters:

Class enrollments are on a first come, first serve based on payments. Classes are considered "full" with 15 registrations, once 15 registrations are received classes will be closed. Second choice classes will be honored if your first preference is full. All classes, special events, clinics and programs require at least 3 registrations to run the class or will otherwise be cancelled. As classes fill, new classes/series will be opened. Transfers to new classes may be awarded.

Rules and Regulations: I and my child(ren) agree to abide by the rules and regulations governing the conduct and operation of the facilities. I understand that B.A.D has the right to alter or amend any, and all, rules and regulations, including those set forth in the Membership Agreement, and we agree to abide by all such amended rules and regulations. I acknowledge that we have been provided with a copy of all current rules and regulations. I understand that our membership and the right to use B.A.D facilities and programs may be suspended or terminated at any time, with or without cause.

Additional Costs: I understand and agree that there will be special events held at B.A.D including but not limited to, meets, camps, sleep-overs, etc., and these events all incur additional fees beyond the amounts set forth in this Agreement. I also understand and agree that the cost of uniforms, equipment, supplies and food items such as snacks are not included in the cost set forth above, and must be purchased separately. Also, on scheduled days off of school, there may be additional fees for field trips at an additional cost. Arcade games and additional snacks are not included. My child can ONLY charge for additional snacks or activities if permission is granted to card on file or a banked amount of money is on their account.

Photographs: I hereby authorize the center and its agents, successors and assigns to photograph me or my child(ren) and/or our voice without restriction and to utilize such photographs and/or voice transcriptions for any commercial purpose, including but not limited to the promotion and marketing of B.A.D and I agree that I shall not be entitled to receive any compensation whatsoever of any kind as a result of such use.

Payment: I understand that my tuition is arranged to be made in weekly installments due by Monday or monthly installments due by the first of each month. Notice of cancellation shall be in writing and mailed to B.A.D by registered or certified mail. A late fee of \$15.00 will be assessed for any late payments due after the originally agreed time. Payment parameters cannot be changed.

Purchase of Care Policy- parents must pay full price until funds are received by center. Parents are responsible for all tuition in the event that purchase of care does not pay for any reason. Parents are responsible to recertify their vouchers as needed. Lapse in state subsidy will result in parent paying the full balance. All parents' copayment is due as outlined above.

Consumer's Right to Cancellation If you move your residence more than 15 miles from the school facility, cancellation under this section requires written proof of new permanent address, phone number, name and address of new employer and requires 30 day advanced written notice. X_____Parent/Guardian Initial

Medication Administration: Any (prescribed or over the counter) medicine must have a signed physicians form from our center giving our staff permission to administer the medication. The form must be completely filled out and in line with the prescription that must be on the container.

without these guidelines. Medications not intended to be given at the center, before the safety of all of the children in care.	out in a carrying tote for the child will b	oe turned into the front desk
Means of Communication: It is the parents responsibility to sign up for our Rer the center has to offer and what is going on at the center.Berlin Activities Depo any/all of these procedures as we see fit.	ū	
I understand that I am automatically enrolled for the Summer program program, I must write my notice of intent by May 15 th .	n. If I wish to not attend B.A.D Summ	ner program, all or part of the
I understand that Days off School are between the hours of 7:45AN members, extended morning care from 7AM-7:45AM or extended evening care I understand my rights as stated above		
(Parent/Guardian Signature)	(Date)	

Transportation Waiver

'	, parent of	give permission to Twisters INC. to
transport my ch	ild to and/or from school to Twiste	ers. This may include: early dismissal, field trips,
mini day trips, e	mergencies, etc. I will not hold Tv	visters INC. DBA Berlin Activities Depot or any of its
employee's liab	le if/when any accident, injury or c	eath occurs.
Parent Signature	е	Date
	Class My Child will be	e attending at Twisters:
	•	m Team
		nool Program
		ional Classes
	_	
	Day of Class: Mon Tu	ues Wed Thurs Fri Sat
	Time:	
Evtra Chargos	. Lundarstand that if there is time	hotwoon transports and my shild's class. I will be
Extra Charges		between transports and my child's class, I will be Open Gym:
	Charged	open dynn.
	My Child attends t	he following school:
	,	3 • • • • • • • • • • • • • • • • • • •
Showell (OCES Southern Delaware school of	the arts Worcester Prep Willards
	_	at the school I would like Berlin Activities Depot to
auto	matically pick you my student- I und	erstand that I may incur fees:Initials
I would lik	ke my child picked up for early disr	nissals. I understand that an additional \$10 per hour
fee is charged for	or open gym.	
	and the efellowing	
I understa	and the following:	

Auto-Pay Sign Up

10008 Old Ocean City Blvd Berlin, MD 21811 (410)629-0878

I authorize Twisters Inc. to charge my credit card in the amoun	nt of wee	kly/monthly.	
This payment is for	_(child) enrolled	in	(program). I also
understand that my credit card number will go on file at Twiste	ers for future pay	yments that I may nee	d to make.
X Date:			
(Signature)			
Visa or Mastercard #:			
Expiration Date:			
CVS Code:			
I authorize Twisters Inc. to charge the above card in the event	that I am late pa	ying my tuition on the	required due date or for any
incidentally my child may need. This will prevent any late paym	nent charges fror	m begin assessed to m	ıy account.
I would prefer for Twisters to charge my card on the date the	e charges are due	€.	
XDate:			
(Signature)			
Check if child has permission to charge snacks X	Date:	Amount to chare	ıo.
	Date: (Signature)	Amount to charg	,e. <u> </u>
Parental release: I understand that the member registration fo	,	a accompany this form	a at the time of sign up. I
understand that this is a legally binding contract. I will provide	· ·	• •	= '
expiring within the year of my contract. I have read and agree		· · · · · · · · · · · · · · · · · · ·	•
	•		•
must be paid before my child takes any classes. I also understa			
session all classes missed will be wiped out. I understand this c			
enroll during my contracted time, that I am responsible to pay			
rules and tuition payment schedule. I also understand that if pa	ayment is not ma	ade by the given due o	date that my account with
Twisters is subject to late payment penalties. I certify that my o	child has no majo	or disabilities or condi	tions that could impair his/her
active participation. I understand that in the event of a dispute	e, I am responsib	le to pay any and all le	egal/lawyer fees and costs that
may occur. I understand that this contract automatically updat	tes itself without	written notice of with	ndrawal at least two weeks for
recreational and two months for team classes, in advance.			
XI further understand that my credit card will be charged	to agreed amour	nt as stated above upo	on signing this agreement.
Parent/Guardian Signature		Date	
Office Use Only:			
Amount Due: \$ Start Date: Membership fee: \$	Master List:	C.C:	
Log Book: File: Front Desk Initials: Date:			
Required	d to keep on fi	ile	