



Program Application for Registration

Main Contact Information				
Adult/Parent/Guardian's First Name:	Last Name:	Birth Date M/D/Y / /	☐ Resident ☐ Non-Resident	☐ Female ☐ Male (Optional)
Address: Apt/Unit #:		Primary Phone #: Secondary Phone #:	Secondary Phone Provider:	
City/Town:		Postal Code:	Email Address:	
Participant #1 Information				
Participant First Name:	Participant Last Name:	Birth Date M/D/Y / /	Gender: ☐ Female ☐ Male (Optional)	
List any medical or behavioural conditions which might affect participation in the program:				
Course Code:	Program Name:		Fee (\$)	
Course Code:	Program Name:		Fee (\$)	
PLEASE SELECT: ☐ Register in all the above courses OR ☐ Register in one course If class is full, please: ☐ Place my name on a waitlist OR ☐ Cancel my request				
Participant #2 Information				
Participant First Name:	Participant Last Name:	Birth Date M/D/Y / /	Gender: ☐ Female ☐ Male (Optional)	
List any medical or behavioural conditions which might affect participation in the program:				
Course Code:	Program Name		Fee (\$)	
Course Code:	Program Name		Fee (\$)	
PLEASE SELECT: ☐ Register in all the above courses OR ☐ Register in one course If class is full, please: ☐ Place my name on a waitlist OR ☐ Cancel my request				

The Town of Innisfil offers the **Fee Assistance in Recreation (F.A.I.R.)** program to Innisfil residents facing financial barriers that prevent them from taking part in recreational activities. F.A.I.R. enhances access to municipal recreation programs by providing fee assistance to eligible participants.

Would you like to help make a difference in your community? Donations are accepted to help a child attend a Recreational Program or Summer Camp.

I would like to donate ☐ \$2.00 ☐ \$5.00 ☐ \$10.00 ☐ \$20.00 ☐ Other \$_____

METHOD OF PAYMENT

☐ Cheque (Payable to the Town of Innisfil) ☐ Debit (Walk-in only) ☐ Cash (Walk-in only)

(No postdated cheques and no cheques accepted 10 business days before the program starts)

Credit Card #: _____ Card Holder Name: _____

CVV / CVC #: _____ Expiry Date: _____ Card Signature: _____

The three-digit CVV/CVC can be found on the back of your card.

Personal information collected through this registration form is pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, Chapter M.56, as amended, and will be used for registration and mailing lists. Questions about this collection should be directed to the Town of Innisfil, 2101 Innisfil Beach Road, Innisfil ON, L9S 1A1. Tel: 705-436-3710

Please read and execute the Disclaimer, Release, and Terms and Conditions on the following pages.

I confirm that I read and understood the contents and terms contained herein. I understand that these terms are binding not only on me and the participant, but also binding on our heirs, executors, and assigns. I further agree to the terms contained in: (1) the Disclaimer of Liability and Release form, (2) Assumption of Risk and Liability – Pandemic/Coronaviruses form, and (3) the Terms and Conditions – copies of which were reviewed and provided to me. Accordingly, I am executing this document of my own volition.

Signature of Participant or Parent/Guardian

(Must be 18 years or older to sign)

Date



Disclaimer of Liability and Release

PLEASE READ CAREFULLY AS THIS AFFECTS YOUR LEGAL RIGHTS

This Disclaimer of Liability and Release of Claims is to be executed by the participant, or if the participant is a minor, by the participant's parent/guardian. The Program Application for Registration Form ("Application") will not be accepted unless this Disclaimer of Liability and Release of Claims form has been executed.

Disclaimer:

The participant and/or the participant's parent/guardian understands and acknowledges that participation in certain programs requires a certain amount of physical exertion and level of physical fitness and shall consult with the participant's own medical practitioner to determine eligibility for participation. The participant understands and acknowledges that outdoor winter programming in the Town typically involves walking on ice, snow, slush, mud, water, etc. The participant assumes all risks associated with their participation in the programs offered by the Town, including but not limited to, any injury or loss whatsoever resulting from the presence of snow, ice, slush, mud, water, etc. in or around the Town program areas, including any paths, trails, sidewalks, and parking lots that the participant may use as a result of their participation in the program.

The participant undertakes not to participate in the program without first determining that they are able to do so safely, by taking such reasonable steps as necessary, such as consulting with their medical practitioner, wearing appropriate footwear, not participating during inclement weather, and not participating should the program area, including any paths, trails, sidewalks, or parking lots leading to the program area not be in a safe condition. The Town accepts no liability for bodily injury, death, property damage, or loss due to any cause whatsoever, including, without limitation, negligence on the part of the Town, including its elected officials, employees and agents.

Further, the participant hereby permits the Town to take photographs of the participant, including the participant's parent/guardian as the case may be, during their participation in the program. The participant and the participant's parent/guardian understand that the photographs may appear in the Town's publications, social media and/or the Town's website.

Release:

The participant and their parent/guardian hereby agree to hold the Town harmless and agree to waive their right to any and all claims they may now, or in the future, have against the Town. Further, the participant and their parent/guardian release the Town from any and all liability, and agree not to sue the Town, its elected officials, employees, and/or agents. This release includes all claims, including but not limited to bodily injury, death, property damage or loss sustained by the participant or by their parent/guardian as a result of their participation in the program offered by the Town, including without limitation, negligence on the part of the Town, its elected officials, employees, and/or agents.



Assumption of Risk and Waiver of Liability – Pandemic/Coronaviruses

PLEASE READ CAREFULLY AS THIS AFFECTS YOUR LEGAL RIGHTS

As a result of the COVID-19 pandemic, the Town has implemented preventive measures at its facilities and within its programs to reduce the spread of coronavirus and other viruses. Notwithstanding the foregoing, the Town cannot guarantee that the participant or the participant's parent/guardian will not become infected with the same.

The participant and the participant's parent/guardian understand that this Assumption of Risk and Waiver of Liability form is in addition to, and is not a substitute for, any other documentation or registration information that the participant or the participant's parent/guardian might be required to execute by the Town to attend the Town's facilities or enroll in the Town's program(s). By signing this Assumption of Risk and Waiver of Liability form, the participant and/or the participant's parent/guardian understand and acknowledge:

1. The contagious nature of coronaviruses, and any other virus, and therefore voluntarily assume the risk that they may be exposed to or infected by said viruses, by attending the Town's facilities and/or participating in the Town's programs and that such exposure or infection may result in personal injury, illness, permanent disability and death; and,
2. The risk of becoming exposed to or infected by coronaviruses, and any other virus, at the Town facilities or programs may result from the actions, omissions, or negligence of the participant, the participant's parent/guardian, other program participants, and/or the Town's employees, volunteers, contractors, invitees, and guests.

The participant, and the participant's parent/guardian, voluntarily agree, on behalf of themselves, their children, any personal representatives, assigns, heirs and next of kin, to assume all of the foregoing risks and accept sole responsibility for any injury to themselves and/or their child(ren) (including, but not limited to, personal injury, disability and death), illness, damage, loss, claim, liability, or expense, of any kind, that they may experience or incur in connection with their participation and attendance at the town facility or program (hereinafter, "claims").

The participant and the participant's parent/guardian hereby release, covenant not to sue, discharge, and hold harmless the Town, its elected officials, employees, agents and representatives from any and all claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or related thereto.



Terms and Conditions

Sport and Recreation programs are developed and operated by the Town of Innisfil to provide residents with opportunities to participate in meaningful, enjoyable leisure activities. Participants are encouraged to register early to secure their spot. Early registration helps support program planning and reduces the likelihood of cancellations due to low enrolment.

Registration and Payment Information

Online Registration: innisfil.ca/activeinnisfil

- Online registrants will be responsible for printing their confirmations at the end of their registration.
- **No receipt will be mailed out.**

In Person Registration: Innisfil Town Hall, 2101 Innisfil Beach Road, Innisfil, Ontario

- *In person* registration is processed while you wait, and you will receive confirmation immediately.

Payment:

- **Payment in full is required at the time of registration for all recreation programs and camps.**
- To secure a spot, participants must create an account, register for their selected program, and complete payment during checkout. Payments can be made by credit card when registering online, or by debit, credit, or cash when registering in person at Town Hall.

General Registration Information:

- Individuals not registered in the program are not permitted in the relevant program facility.
- The Town has the right to withdraw any individual who does not follow the rules and regulations set by the program and/or instructor.
- Any registration forms not signed, or otherwise incomplete, will not be processed.
- Registrations will not be accepted by phone.

General Payment Information:

- Receipts:
 - You can obtain a copy of your receipt by logging into your [Active Innisfil](https://innisfil.ca/activeinnisfil) account and clicking on Transaction and Payment History.
- Seniors:
 - 55+ Programs are already discounted.
 - Participants aged 55 years and over are eligible for a 10% discount on Adult and General Interest Programs. **The discount must be requested at the time of registration** and cannot be applied retroactively.
 - Drop-in programs are not included.
- NSF Cheques: A \$30 fee will be charged to all NSF cheques issued.

Late Registrations:

- Please refer to the program registration closing date.
- Late registration may be accommodated, depending on the program and available space. Where applicable, registration fees will be prorated based on the remaining classes or program duration.



Waitlist Information

- If a program is full, you may add your name to the waitlist.
- Please note that being placed on a waitlist does not guarantee registration in the program.
- If a spot becomes available, you will receive an email from Active Innisfil notifying you of the opening.
- Waitlist spots must be accepted within **48 hours** of receiving the email. If the spot is not accepted within this timeframe, it will be offered to the next person on the waitlist. To accept the spot, click the link provided in the email and complete the registration process.

Cancellation & Program Changes

Program Cancellations:

- The Town of Innisfil reserves the right to cancel individual program sessions or an entire program at any time due to circumstances such as low enrolment, facility scheduling conflicts, instructor availability, inclement weather, or other operational requirements.
- If a program is cancelled by the Town, affected participants will be notified by email and a full refund will be issued by way of the original method of payment.

Program Changes, Postponements and Weather-Related Updates:

- The Town of Innisfil reserves the right to postpone, relocate, combine classes, limit registration, or change instructors at any time due to operational requirements or unforeseen circumstances.
- If a class is postponed due to weather or other circumstances, participants will be notified by email through Active Innisfil.
- Participants are responsible for ensuring that their account information, including parent/guardian and child profiles where applicable, is current and includes a valid email address. This helps ensure timely communication regarding program updates, changes, cancellations, or service disruptions.
- During periods of severe weather, the Town makes every reasonable effort to keep facilities open when it is safe and operationally feasible to do so. For information on facility closures, program cancellations, or service disruptions, please visit the Town's social media channels or contact Customer Service at **705-436-3710**.

Rescheduled or Cancelled Class:

- Cancelled classes may be rescheduled at the discretion of the Town of Innisfil. Where a class is rescheduled, the location, day, and/or time may be modified to accommodate facility availability, instructor scheduling, or other operational requirements. Participants will be notified of any changes through Active Innisfil.
- If a cancelled class cannot be rescheduled, participants will be eligible to receive a prorated account credit for the value of the missed class(es). The credit may be applied toward future Town of Innisfil recreation programs and services.
- Prorated account credits will not be issued for classes that are postponed and subsequently rescheduled. Participants will be notified of any rescheduled class dates through Active Innisfil.



Refund/Withdrawal Request Process

Refund Request:

Refund Request Process	Details
How to request a refund?	All refund requests must be submitted by email to activeinnisfil@innisfil.ca .
Credit Card Refunds	Once your refund has been processed, please allow 3 to 5 business days for the credit to appear on your credit card statement. Processing times may vary depending on your financial institution.
Debit Card Refund	Refunds for registrations paid by Debit Card must be processed in person at Town Hall and are issued immediately.
Cash Payments Refund	Refunds for registrations paid by cash will be issued by electronic transfer or cheque. Please allow up to three weeks for cheque refunds to be processed and delivered.

Withdrawal Request from Programs & Workshops:

When is the withdrawal request received?	Details
7 or more days before the program starts	Option 1 - Credit on Account: Full credit issued with no administration fee. Option 2 - Refund to Original Payment Method: Refunds issued to the original method of payment are subject to a \$15 administration fee, which will be deducted from the refund amount.
6 days or less before the program starts	A refund may be issued as an account credit, less a \$5 administration fee. Account credits will remain on your Active Innisfil account and may be applied toward future Town of Innisfil recreation programs and services. No refund will be issued to the original method of payment.
After the program starts (up to and including the 3rd class)	A prorated account credit, less a \$5 administration fee, may be issued based on the number of classes remaining in the program at the time of withdrawal. The credit will be applied to the participant's Active Innisfil account and may be used toward future Town of Innisfil recreation programs and services.
After the 3rd class	No credit or refund will be issued.



When is the withdrawal request received?	Details
Medical Withdrawal (anytime)	A Doctor's Note is required . A full or prorated refund to the original method of payment, or an account credit, will be issued based on the date of the illness or injury indicated on the medical note.
Please Note: - When you register for a program, you are expected to attend all scheduled sessions. Make-up classes, credits, or refunds are not available for missed classes or absences. - If a participant is withdrawn by Town of Innisfil staff due to program incompatibility, a prorated account credit will be issued for any remaining program sessions as of the withdrawal date.	

Withdrawal Request from Summer Camps:

When is the withdrawal request received?	Refund / Credit
7 or more days before camp starts	Option 1 - Credit on Account: Full credit issued with no administration fee . Option 2 - Refund to Original Payment Method: Refunds issued to the original method of payment are subject to a \$15 administration fee , which will be deducted from the refund amount.
6 days or less before camp starts	A refund may be issued as an account credit, less a \$5 administration fee . Account credits will remain on your Active Innisfil account and may be applied toward future Town of Innisfil recreation programs and services. No refund will be issued to the original method of payment.
After camp starts	No credit or refund will be issued.
Medical withdrawal	A Doctor's Note is required . A full or prorated refund to the original method of payment, or an account credit, will be issued based on the date of the illness or injury indicated on the medical note.
Please Note: When you register for camp, you are expected to attend all scheduled camp days. Credits or refunds will not be issued for missed camp days, including absences due to illness, vacation, or other personal circumstances.	

Property & Personal Belongings

Participants are responsible for their own personal belongings while attending Town of Innisfil programs, activities, and events. The Town of Innisfil is not responsible for lost, stolen, or damaged property.

