

**Riverlodge Recreation Centre**

654 Columbia Avenue  
 Phone: 250-632-8970  
 Fax: 250-632-5953

**Tamitik Jubilee Sports Complex**

400 City Centre  
 Phone: 250-632-8955  
 Fax: 250-632-3668

# Drop-off/Mail-in Registration Form

One Family per Form

RIVERLODGE PROGRAMS	SET #	DAYS OF WEEK	PARTICIPANTS NAME	BIRTHDATE M / D / Y	FEE	LESS FITNESS SUBSIDY	PROGRAM TOTAL

Subsidy Card Type \_\_\_\_\_ Scanable Picture Id Card # \_\_\_\_\_

**\*ALL INFORMATION MUST BE FILLED IN TO BE PROCESSED.**

1. You may not register for swim lessons if you are currently in a set of lessons.
2. You can register in only one swim set at a time.
3. Please use the entire lesson name when filling out the form, i.e. 'DUCK A' not 'DUCK'.
4. Aquafit Industrial subsidy same as for Riverlodge programs. No subsidies for swim lessons.
5. Please check with employer for details on subsidies. For example *M45* – Methanex Subsidy (75%); *K33* – Kentron (40%); *D22* – District of Kitimat Subsidy and *A111* – Rio Tinto Alcan (20%) *All subsidies are on selected programs only.*
6. During Drop-off Registration – no cash or Interac is available.

TAMITIK PROGRAMS				DAYS OF WEEK	PARTICIPANTS NAME	BIRTHDATE M / D / Y	FEE	PROGRAM TOTAL
SET #	FIRST CHOICE	SET #	SECOND CHOICE					

\*Name: \_\_\_\_\_ Email (optional): \_\_\_\_\_  
 \*Address: \_\_\_\_\_ \*City: \_\_\_\_\_ \*Postal Code: \_\_\_\_\_  
 \*Phone (home): \_\_\_\_\_ \*Phone (work): \_\_\_\_\_

**Payment Method** (*No Interac or cash accepted with mail-in or drop-off registration*)  Visa  MasterCard  American Express  
 Cheque (payable to District of Kitimat)

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
 Cardholder's Name: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_

# Registration Information

Registration... Your Way

BY MAIL

IN PERSON

BY PHONE

BY FAX

## Riverlodge Programs

Starts **Saturday, Dec. 10 at 10:00 am**  
Riverlodge Recreation Centre  
654 Columbia Ave.  
Kitimat, BC

Tamitik programs must be dropped-off at Tamitik;  
Riverlodge programs must be dropped-off at Riverlodge.

### DROP-OFF

Your registration will be processed in the order received. Please complete all registration information on the form provided. Your registration confirmation and receipt will be given to you on the first day of the program. Please enclose a separate cheque for each program or use your Visa or MasterCard. No Interac or cash accepted on this day.

Starts **Tuesday, Dec. 13 at 9:00 am**  
Ph. (250) 632-8970  
Mail to: Riverlodge  
c/o District of Kitimat  
270 City Centre  
Kitimat, BC V8C 2H7  
Fax: 250-632-5953

### IN PERSON/MAIL-IN/FAX

Your registration will be processed as you come in. Our staff will be happy to help you and answer any questions you may have about our programs or facilities. Your registration confirmation and receipt will be given to you on the spot.

Starts **Wednesday, Dec. 14 at 9:00 am**  
Ph (250) 632-8970

### PHONE-IN

Phone-ins will be accepted using either your Visa, MasterCard or American Express. When phoning, please be ready with the following information:

- Course name and days of week
- Registrant's name, age, address and telephone number, if child – parent's name
- Your Visa, MasterCard or American Express number, expiry date and name of card holder. Your registration confirmation and receipt can be picked up or emailed upon request.

## Tamitik Programs

Starts **Saturday, Dec. 10 at 11:00 am**  
Tamitik Jubilee Sports Complex  
400 City Centre

Starts **Tuesday, Dec. 13 at 9:00 am**  
Ph. (250) 632-8955  
Mail to: Tamitik  
c/o District of Kitimat  
270 City Centre  
Kitimat, BC V8C 2H7  
Fax: 250-632-3668

Starts **Wednesday, Dec. 14 at 9:00 am**  
Ph (250) 632-8955

## Registration Policies

- Registration is on a first-come first-serve basis.
- If a class is full, the Leisure Services Department will place your name on a waiting list and do their best to accommodate you.
- Phone-in registration commences Dec. 14 for both Riverlodge and Tamitik programs so that the department may serve our clients well during the in-person registration times.
- The Leisure Services Department does not offer programs on Statutory Holidays.
- Cheques should be made out to the District of Kitimat.
- Please be aware that the District of Kitimat has a \$10 charge for all returned cheques.
- Payment is due at the time of registration; all cheques must be dated with the current date.

## Our Policy to You: Satisfaction Guaranteed

- The Kitimat Leisure Services Department's first priority is to our customers. If for any reason our programs do not meet your quality expectations, we invite you to pass your concerns to our staff and if you would like a refund or credit we will be glad to meet your request.
- Please contact the relevant program supervisor for refund or credit information.
- The Kitimat Leisure Services Department reserves the right to cancel any programs offered.

### SATISFACTION GUARANTEED OR MONEY REFUNDED

Payments must be made at the time of registration by Cheque, Visa, MasterCard or American Express.



Cheques payable to District of Kitimat