

## Livingston Arts Center ♦ Class Registration Form

Name			
Day Telephone	ext	Evening Telephone	
Mailing address			
Check one ...	<input type="checkbox"/> Adult	Email	
	<input type="checkbox"/> if under 18: _____ *		
<b>*If under 18, parent must complete and submit Emergency contact/release form with this registration.</b>			
<i>Class #1 Title</i>		Fee: \$	
Date – 1 <sup>st</sup> choice			
Date – 2 <sup>nd</sup> choice			
<i>Class #2 Title</i>		Fee: \$	
Date – 1 <sup>st</sup> choice			
Date – 2 <sup>nd</sup> choice			
<b>GVCA membership</b> (Annual dues: \$15-Student, \$25-Individual, \$35-Family, \$50-Friend, \$100-Benefactor, \$200-Patron, \$300-Silver, \$500-Gold, \$1000-Platinum. Membership dues are tax deductible. Term is 12 months.)			
Less discount if applicable <input checked="" type="checkbox"/>			-
<b>Total due</b> – checks payable to GVCA or complete section below			\$
<b>Payment by credit/debit card - check one:</b> <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard			
Account holder name			
Billing address (if different from above)			
Account number		Expiration	/
Signature		CV2	

**Release:** I acknowledge that I meet the requirements for the class(es) above and hold harmless the Genesee Valley Council on the Arts, Livingston Arts Center, its staff and board from any liability that may pertain to my participation in this class.

**Registrant signature:**

**Date:**

- All registrations and payments are due 3 business days in advance of class start date. Payment secures space in a class. Registrations received without payment will be considered incomplete.
- If minimum class size is not met, registrants will be notified and payment refunded.
- GVCA members have priority registration;  members at the Friend of the Arts level and above receive a 5% discount. New members are welcome anytime. (Not sure of your level ... call us.)
- A full refund less a 10% administrative fee will be issued if class registration is cancelled by telephone at least five days in advance of the class start date.
- Should the Arts Center close due to emergency or inclement weather, we will post a message on our voice mail system and notify WHAM TV-13 and 1180 WHAM (radio).
- Mail class registration form with payment/payment information and emergency contact/release form for those under age 18 to: Genesee Valley Council on the Arts, 4 Murray Hill Drive, Mount Morris NY 14510. Telephone registrations are accepted with credit card payment only: 585.243.6785.

**Directions & Parking:** ① Most classrooms are located on the second floor of the Arts Center. There is no elevator or lift to the second floor. If you require accommodation for this, please notify us upon registration. We will do our best to accommodate you. Livingston Arts Center is at 4 Murray Hill Drive in Mount Morris. It is also designated as Building 4 on the Livingston County Campus. From Main Street/Route 36 in Mount Morris, turn onto Grove Street. Stop at Stanley Street, then proceed to next right, Murray Hill Drive. At top of hill, just past Building 1, turn right. We recommend that you park behind our building. Access the lot via a one-way drive that begins before Building 3. Use the green door at the ramp entrance (this is the only fully accessible entrance). All other doors are locked and will not be opened. Optionally, the center front green door may be used. There is limited parking in front of our building and in the parking lot across from Building 3.