

Register by Feb. 17 and SAVE \$8

FOR CAMP REGISTRATION FORM, SEE FCPA CAMP SECTION

FOR SCOUT REGISTRATION FORM, SEE SCOUT SECTION

Spring 2012 Registration Form

Print Subscribers: Your member number is on your mailing label.
"Green" E-Subscribers: Your member number is in the e-mail you'll receive announcing the posting of the latest *Parktakes*.
Non-subscribers: Your member number will be assigned when your registration is processed.

Please print all entries

Member Number: _____ Primary Member (must be adult): _____

Check if change of address) Street: _____

State: _____ Zip Code: _____

Home Phone: _____

AREA CODE

Work Phone: _____

AREA CODE

E-mail: _____

LAST NAME

Apr: _____

City: _____

FIRST NAME



ACCESS SUPPORT IS HERE FOR THE ASKING
 Fairfax County is committed to giving all citizens equal access to recreation and leisure opportunities. In keeping with that policy and the Americans with Disabilities Act, reasonable accommodations and inclusion opportunities are provided to individuals with disabilities in all Park Authority programs, classes and camps. ADA accommodations include sign interpreters, assistive listening devices, program modifications and inclusion support. Call 703-324-6563 or TT 703-803-3354 at least ten (10) working days in advance of the date services are needed.

Phone: 703-222-4664 (live); Fax: 703-631-2004

Mail: FCPA/Parktakes, PO Box 4606, Fairfax, VA 22038-4606

MAIL/FAX PROCESSING BEGINS AT 9AM DAILY STARTING FEB. 7

I want to donate to the Park Foundation's Class Scholarship Fund that provides low-income families, children, disabled individuals and seniors with the opportunity to take classes. I've added my donation to my total fee. Donations of \$10 or more will receive written confirmation of tax-deductible contribution.

Please see Gardening (pg. 112), History (pg. 122), Nature (pg. 135) and Scouts (pg. 148) sections for instructions on how to register for those programs

Participant's Name (last, first)	Date of Birth Month/Day/Year	Sex M/W/F	1ST CHOICE Program Code	Camp Name/Location	Start Date	Start Time	Listed Fee	2ND CHOICE Program Code
Sample, Joey	3 / 15 / 09	M	301	Baby and Me/ Oak Marr	6/23	9:10	\$99	301
	/ /	/						
	/ /	/						
	/ /	/						
	/ /	/						

Payment Instructions

1 Total Listed Fee(s): For all 1st choice programs

2 Early Registration Discount per Class: Deduct \$8 for each 10 digit program code submitted (postmarked if mailed) by early registration date. Does not apply to programs without 10-digit codes, "Re-advertised Tours" or classes priced \$45 or less.

3 SUBTOTAL Line 1 minus line 2

4 Fairfax County Senior Discount (10 digit coded classes only): Multiply line 3 by 0.35 to calculate 35% senior discount. Do NOT round off cents. Write result in line 4. Only residents of Fairfax County and Fairfax City age 65 or older, are eligible. Please note that senior discounts do not apply to day trips and tours, Pilates lessons or classes priced \$45 or less. See senior discount section on next page.

5 SUBTOTAL Line 3 minus line 4

6 Deduct Credits: Deduct any credits received on this line

7 Out-of-County Registration Fee: Add \$15 per 10-digit coded program for programs priced \$46 and up; all others add \$2 for non-residents

8 Donation to Class Scholarship: Add any amount you wish to donate to this program. Thank You!

9 TOTAL (PAY THIS AMOUNT): Total lines 5-8. Pay this amount. Make checks payable to FCPA. A \$25 fee will be charged for returned checks

Subscribe to Parktakes! It's FREE!
 Please mail *Parktakes* to the street address above.
 I want to save trees and dollars plus reduce my carbon footprint. Please send my E-subscription to the e-mail address above.

SCHOLARSHIP REQUESTED: Requires \$10 processing fee. (Check one. See scholarship on next page for information)
 Income-Eligible Senior or Income-Eligible Disabled Adult
 Public Assistance Recipient (attach verification)
 Signature: _____

PAYMENT METHOD (Check One):

Credit Card (check type) Exp. Date: ____/____/____

#: _____

Signature _____

Cash (walk-in only) Check enclosed \$ _____ # _____

One household per registration form, please. Additional registration forms may be photocopied or downloaded from the Park Authority web page, www.fairfaxcounty.gov/parks.

IMPORTANT REGISTRATION INFORMATION . . . PLEASE READ!

REGISTRATION STARTS FEB. 7 • REGISTER FOR CLASSES AND TOURS BY FEB. 17 AND SAVE \$8

1. Register Yourself By Internet

www.fairfaxcounty.gov/parks/parktakes.htm

Browse on-line listings, check class enrollment and register. You need a member number (in the upper left corner of your Parktakes mailing label) and VISA or Mastercard for payment. Internet registration offered daily, 5 a.m.-11 p.m. beginning February 7.

2. Talk To An Operator

703-222-4664

Hours: 9 a.m.-4 p.m. Mon.-Fri. VISA/Mastercard accepted. Please have your member number and the program codes.

3. Fax it 703-631-2004 (M-F, 9 a.m.-4 p.m.)

Processing of faxed registrations begins Feb. 7. Faxed registrations received prior to Feb. 7 are held until that date. VISA/Mastercard. Sorry! Due to registration volume, we cannot confirm fax receipt.

4. Mail It

Processing of mailed registrations begins Feb. 7. Mailed registrations received prior to Feb. 7 are held until that date. Send registrations with VISA, Mastercard or check payable to FCPA/Parktakes, PO Box 4606, Fairfax, VA 22038.

5. Walk-In Begins Feb. 20

At any FCPA RECenter or FCPA Headquarters (suite 425). See page 10 for directions.

Parktakes Subscriptions

- Call 703-222-4664, 9 a.m.-4 p.m. M-F
- Or submit a *Parktakes* subscription request form on the Web at <http://www.fairfaxcounty.gov/parks/ptsubs.htm>.

Can't Find your Member Number?

Print Subscribers: Your member number is on your mailing label.

"Green" E-Subscribers: Your member number is included in the quarterly e-mail you'll receive announcing the online posting of the latest *Parktakes*.

Non-subscribers: Your member number will be assigned when your registration is processed.

Still need help? Call 703-222-4664, 9am-4pm weekdays.

Confirmation (for classes with codes)

Confirmations are mailed to customers who register by fax or mail.

Allow five to seven business days for receipt. If you don't get a card or have questions about your registration status, call 703-222-4664 (Mon.-Fri., 9 a.m.-4 p.m.). Refunds are not given because confirmation cards were not received. Cards are not sent for registrations via live operator, Internet or walk-in.

Holiday Closings

Any exception to regular schedules will be announced by the instructor at the first class.

In the Event of Bad Weather

- Cancellation news is announced by local radio and television and on Fairfax County government's cable channels 16 and 21.
- Customers can get information by calling 703-324-8661, the 24-hour emergency closing hotline.
- Classes held at park facilities and schools, follow the closing policies of Fairfax County public schools.
- Decisions on cancellations for classes held at vendor locations are made independently. Customers should call the location where the class is being held.
- For information on tour cancellation due to weather, call the Tours Hotline, 703-324-8687.

Refund Policy

- FCPA will issue a full refund to your member account when a class or program is cancelled by FCPA.
- FCPA will issue a full refund when a class or program is changed by FCPA, and the change makes it impossible for the customer to continue with the class.

When a customer cancels a registration, the following fees apply per registration:

Classes

Request received 14 or more days prior to the start date - full refund.

Request received 13 or fewer days prior to the start date - \$10 processing fee applied

Request received on or after start date - \$10 processing fee applied, and refund amount is prorated based on the number of classes that have passed as of the date the request is received.

Requests for refunds must be submitted prior to the end of the session.

Refunds or class credits are not issued for missed individual meetings of a class due to personal schedule conflicts or illness.

Camps/Workshops

Request received 14 or more days prior to the start date - full refund, less a \$25 processing fee per session.

Request received 13 or fewer days prior to the start date - no refund.

Day Trips and Tours

Request received 14 or more days prior to the trip date - full refund.

Request received 13 or fewer days prior to the trip date - no refund.

See Day Trips and Tours section for more information.

Scholarships Offered

\$10 Processing Fee Applies

Fairfax County residents who meet the requirements listed below are eligible to take one coded class per quarter on a space-available basis. There is a \$10 processing fee for each scholarship class that is refundable only if Fairfax County cancels the program. There are no scholarships offered for camps, workshops, day trips and tours, programs offered by private vendors, RECenter Fall-Proof™, Gravity or Pilates lessons. Supply fees must be paid by student. Registration forms will not be processed if they do not include: signature, verification, complete registration form, and processing fee. Scholarship requests must be submitted by mail (FCPA/Parktates, PO Box 4606, Fairfax, VA 22038 or fax (703-631-2004). Please allow 3-5 business days for registration processing.

Public Assistance Recipients

Parents/Guardians are eligible to register each dependant family member that receives public assistance for one coded class per quarter. A letter of verification that includes the dates of eligibility from the agency that provides the assistance and the dependant's name who will be receiving the scholarship, must be provided. Acceptable forms of public assistance are:

- Medicaid
- Free school lunch
- SNAP (food stamps)
- TANF
- WIC

Senior Adults and Adults with Disabilities

A scholarship of one class per quarter is also offered for senior adults and adults with disabilities who certify that their incomes are below the guidelines listed :

- \$16,700/one person
- \$22,500/family of two
- \$28,300/family of three
- \$34,100/family of four
- \$39,900/family of five
- \$45,700/family of six

For each additional person, add \$5,800 to determine maximum annual income for eligibility.

Senior Discounts

Fairfax County and Fairfax City residents age 65 or older get a 35 percent discount. This applies to CODED classes only. Day Trips and Excursions, Pilates lessons, FallProof™ and Gravity lessons and programs priced \$45 or less are not eligible for the senior discount.