



ART CLASS REGISTRATION FORM (complete these 3 steps)

1. For immediate class registration please email: artdirector@galenaarc.org
You will be placed on the class list(s) in order of email received. Your place will be held for 4 days awaiting payment. After 4 days if payment is not received you will be bumped from the list(s).
2. Fill out this registration form.
3. Drop off or mail to: Galena ARC, 11084 W US HWY 20, Galena, IL 61036.
DO NOT put in mailbox located at the Galena Primary School.

ONE FORM PER STUDENT

GPS and GMS Students: I need a ride from school to ARC on school days from Jo Daviess Transit **YES** **NO** **From this school** (circle one): **GPS** **GMS**
Rides will be paid for by Galena ARC. At this time the Galena schools are unable to transport students to ARC.

Class Registering for: _____ **Class Date:** _____ \$ _____
See website for official class title If a multi-date class note starting date (MONTH / DAY)

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Total Amount Due: \$ _____

Student Name _____ Student Age _____
Only needed if 18 or under

Address _____
Street / City / State

Phone _____ Email _____
Required for class updates and to be reached during class if you have a minor attending class Required for class updates

Parent/Guardian Names _____
Required for students under 18

Signature _____
Signature authorizes ARC employees to take photos of you and/or your child during class to be use for ARC marketing materials.

ARC policy for art class cancellation refunds are as follows: Once a student is registered there is no refund for no shows or late cancellations. If the class is cancelled by the Galena ARC due to low registration numbers you will receive a reimbursement of class fee.