



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 Schools.

ONE FORM PER STUDENT

GEM Students: I need a ride from school to ARC on school days from Jo Daviess Transit **YES** **NO**
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 (48 hours before class). If the class is cancelled by the Galena ARC due to low registration numbers you will receive a reimbursement of class fee.