

PROGRAM REGISTRATION

NOTE

Registration for fee based programs will only be accepted in person or by fax (with a credit card number)

PROGRAMS WITH NO FEE

REGISTER IN PERSON OR BY PHONE

Registration will be accepted on a first-come, first-served basis Monday - Friday from:

7:30am - 9pm

Saturdays 8am - 4pm

613.541.5010 x5195

REGISTRATION BY FAX

We will accept registration by fax when using our Register By Fax form.

PROGRAMS WITH FEE

REGISTER IN PERSON

Registration will be accepted on a first-come, first-served basis Monday - Friday from:

7:30am - 9pm

Saturdays 8am - 4pm

613.541.5010 x5195

REGISTRATION BY FAX

We will accept registration by fax for programs over \$20.

A credit card number must be included when using our Register By Fax form.

**Registration by phone can only be made for programs/services where there is no fee. No reservations.*

POLICIES

TRIPS

Children under the age of 18 must be accompanied by an adult.

WE ACCEPT:

Cash, Cheque, Visa, Mastercard, Interac

**Post dated cheques will not be accepted. NSF cheques will be charged \$25 per cheque.*

CANCELLATION POLICY

We reserve the right to cancel programs if there is insufficient enrollment.

100% refund will be given, or a credit towards another program/service.

REFUNDS

Requests for refunds must be received five (5) days prior to the start of the program.

A \$10 fee will apply. No refunds will be given after the commencement of a program. To receive your refund you must fill out our Refund Request Form available at the KMFRC reception.