



"Enhancing the quality of life for the community"

## Belmont Parks and Recreation Department Class Proposal Form

Session: Winter-Spring 2022 (1/18/22-6/11/22 – 18 weeks)

Instructor/Company: \_\_\_\_\_

Division: Parks & Recreation Department – Youth and Teens

Class Name	Age Range	Days	Start Time	End Time	Program Dates	Total Resident Fee (see pricing chart below)	Omit (no class dates due to holidays, etc.)	# of total Classes	Lab Fee

City of Belmont Omits Dates – No regular classes to be held on: Mon. 1/17, M-S. 2/21-2/26, 3/28-4/2, Mon. 5/30

Min Enroll: \_\_\_\_\_ Max Enroll: \_\_\_\_\_

Class Description (65-word count max. Handwritten forms will be rejected):

*Pricing Worksheet	
Base Fee:	\$
Admin Fee :	+ \$
\$7 if under \$70, \$9 if \$70 or higher. Virtual only is \$9 admin fee no matter the price	
Total Resident Fee :	\$

**By submitting this form, I am agreeing to the following:**

1. I agree that all information submitted above is correct.
2. I agree to provide instruction as published.
3. I agree to provide all supplies needed for the class.
4. I agree to manage classroom behavior.
5. I agree to use the City logo on all advertisements for City programs.

City Staff use only:	
Approved:	
Rejected:	
Pending Review:	

Instructor/Company Signature of agreeing to the above terms: \_\_\_\_\_