

## **Register Now! (Coming Soon)**

## **Register Online! (Coming Soon)**

Boys and Girls Club of Airdrie is pleased to offer online registration. This convenient new service is presently being constructed along with walk-in and telephone registrations at our Club location 1003 Allen Street, Airdrie. Once service is operational, for your convenience payments will be accepted in the form of Visa or MasterCard or INTERAC Online.

### **Registration Information:**

**There are three ways to register for Boys and Girls Club of Airdrie (BGCA) Programs:**

#### **1. Online (when available)**

- Go to the [online registration](#) portion of our website
- Register for a membership and/or the program of your choice
- Pay by Visa, MasterCard, or INTERAC® Online
- Fax (403) 948 5132 or drop off paper work to BGCA to complete registration process

\*\*Child/youth will not be allowed to start program until all paperwork has been completed and returned to BGCA.

[Click Here](#) for a list of programs.

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#### **2. By phone (when new system is operational)**

- Have your Visa or MasterCard ready, as well as the code for the program you are interested in. Call 403 948 3331 and ask for ADMIN to register for programs.
- Pick up your receipt at Club location. For security reasons, you must show identification to pick up receipts for credit card purchases.

\*\*Information required at time of registration over phone: Child/ren full name; age, date of birth, gender and Alberta Health Care number; guardian full name and phone number; Visa or MasterCard number and expiry date.

#### **3. In person**

- Register at the BGCA 1003 Allen Street, Airdrie.
- Pay by cheque or cash, or Visa, MasterCard (when system is operational)

Information required for registration in person: Participant Form with all information completed and waivers signed along with Visa, MasterCard, Cash or Cheque payable to Boys and Girls Club of Airdrie.

### Cancellation and Refund Policy:

- If the Boys and Girls Club of Airdrie cancels a program, a full reimbursement will be issued.
- 30 days notice is required to cancel Full Time after school care programs.
- Cancellations made by parent/guardian/member less than 30 days for Full Time school based programs are **non-refundable**.
- Cancellations made by parent/guardian/member more than 30 days for Full Time school based programs will be refunded minus a 25% cancellation fee based on full program fee.
- Cancellations made for all other BGCA programs by parent/guardian/member less than 14 days before the program start date are **non refundable**.
- Cancellations made for all other BGCA programs by parent/guardian/member more than 14 days before program start date will be refunded minus a 25% cancellation fee based on full program fee.
- Transfers (program swapping) before program start date are processed at no extra charge. (Dependant on waitlist/space available).
- Cancellations made after the program starts with a note from a medical doctor will receive a pro-rated refund from the cancellation date.
- Memberships are non refundable.
- Donations are refundable within 14 days of transaction, but are subject to a \$5 service charge.

### Registration Policy:

- Members advance registration on selected programs
- Registration is on a first-come, first-served basis
- All medical information including medicines prescribed or over the counter taken and Alberta Health Care number.
- [Completed Participant forms](#) (available on website) and signed waivers to be returned to the club prior to first day of participation in all of our programs.
- Memberships are available for purchase between September 1 - April 30 and are valid from September 1 – August 31 each year.

Certain activities require additional waivers i.e. wilderness camps, out trips, retreats etc. These waiver forms must be fully completed, signed and returned to the Boys and Girls Club of Airdrie prior to the first day of activity.