

TOWN OF GUILDERLAND PARKS & RECREATION DEPARTMENT

Class/Camp Proposal Form

Instructor Information (Separate Paperwork is Required for Each Instructor):

Full Name: _____

Mailing Address: _____

Primary Phone: _____ Alternate Phone: _____

E-Mail Address: _____

Please provide a personal email address as Guilderland MyRec does not allow us to send emails to school addresses.

Can staff release your phone number? Yes _____ No _____

Can staff release your E-mail? Yes _____ No _____

Instructor's Description (Education, Training and/or Certificates related to the subject you are interested in teaching):

Camp Information:

Camp Name: _____

Minimum Size: _____ Maximum Size: _____ Participant Grades: _____ Materials Fee: \$ _____
(Collected by instructor)

Class Location/Room Request: 1st Choice: _____ 2nd Choice: _____

Special Use Preferences/Requests for Room or Location:

Camp Dates (Note if Flexible)	Time	Days	Cost Per Camper

When applicable: A Building Use Form will be submitted to the School District by the Parks & Recreation Department

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Class/Camp Proposal Form

Class/Camp Description (Provide a complete description below)

Use Last Year's Description (No Changes) OR Provide a New Description Below

A large, empty rectangular box with a thin black border, intended for providing a complete description of the class or camp proposal.