Registration Procedures

Incorrect or incomplete forms will be processed at a later date.

NOTE: Registrations must be postmarked on or before April 19, 2013.
OASIS will be open for walk-in registrations beginning April 29, 2013.

Walk-in registrations are processed after mailed registration. OASIS will be closed April 23-26, May 3, 27, and July 4.

- ❑ 1. You must be an OASIS member to fill out this form. If you are not a member, you may fill out the membership form printed on the back of the catalog and send it in a separate envelope.
- ❑ 2. All information must be PRINTED legibly. All illegible or incomplete forms will be put aside to be processed later.
- ❑ 3. All offerings in this catalog require advanced registration.
- ❑ 4. List all class numbers, names, and fees for the classes in which you would like to enroll.
- ❑ 5. Registrations will be processed only if they contain a **SELF-ADDRESSED 4"x9.5" (#10) STAMPED** envelope! You will be mailed a confirmation sheet that will list the classes in which you have been enrolled and the classes for which you have been wait-listed.
- ❑ 6. Spouses or members who want to attend a class together must include their registrations in the same envelope. However, each member must submit a separate form. Extra copies are available at the OASIS office or online.
- ❑ 7. You may pay by charge card or check. A separate check must be included for each class requiring a fee. If you submit one check for the total amount, any fees returnable because classes have been wait-listed will be issued as a chit to be used at a future time. Husband and wife may submit a combined check for identical classes.
- ❑ 8. If you are paying by check, a separate check must be written for the $7.00 processing fee. Couples may submit one check for both fees.
- ❑ 9. Checks should be made out to OASIS.
- ❑ 10. If you are placed on a wait list, your check for that class will be returned with your confirmation sheet.
- ❑ 11. The waiver at the bottom of the registration form must be signed for all classes & emergency number provided.
- ❑ 12. In the event a class is cancelled, please refer to the refund policy printed in this catalog.
- ❑ 13. Registrations are processed by **LOTTERY.**
- ❑ 14. Questions? Call 730-8800

RPO Tickets

OASIS members are able to get tickets to Thursday and Sunday RPO concerts at the discount price of $12.00 per ticket.

These are the procedures for purchasing tickets:

* You must remain in assigned seats.
* Tickets are available by registration only and must be paid for at that time.
* Paid reservations must be made by the deadline for each concert as noted in the catalog. No tickets will be sold after the concert deadline.
* Tickets may be picked up at OASIS, the week of the concert, Monday - Friday, 10 am - 3 pm.
* No guests are allowed. Members may purchase one ticket per registration for each concert.
* No refunds or exchanges.
* Someone may pick up another's ticket only if the ticket holder calls us in advance.
* OASIS will not be responsible for tickets after they are issued to the member.
* Discount tickets are available only through OASIS, not at the box office.
* We cannot guarantee seating arrangements or program selections.

Classroom Etiquette

Please arrive on time for your class.
Please TURN OFF your cell phones.
Please avoid overpowering colognes and perfumes.
Please refrain from conversing with your neighbor during class.
Speak loudly when asking questions so that all might hear.
Wear your name tag.

OASIS Registration Form

PLEASE PRINT. Only one person per form.

Enclose your stamped self-addressed, business envelope.

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Mail to:

OASIS
259 Monroe Avenue
Rochester, NY 14607

(Last) (First)

Name	Phone	
Street	City	Zip
Email Address		

Please do NOT write in shaded areas
FOR OFFICE USE ONLY
$15.00 fee for returned checks

✓	Course #	Course Name	Fee	W	Add	Cancel
		TAX DEDUCTIBLE DONATION	$			
There are no refunds except in cases of class cancellations by OASIS.		**Processing Fee (Non-refundable)**	**$7.00**			
			TOTAL			

I would like to pay by credit card: ($10 minimum) ❑ VISA ❑ MasterCard ❑ Discover
*Your card number is no longer on file.

Card # _____ Exp. Date _____ Signature _____

Check # _____ Ret'd. Check # _____

Chit # _____ Amt. _____ CASH Amt. _____ Issued Chit # & Amt. _____

Waiver of Liability

I release and discharge OASIS and all other sponsors, supporters and all agents and persons acting for and on behalf of such entities from all claims or damages, demands or actions whatsoever in any manner related to or growing out of my participation in programs sponsored by OASIS including but not limited to: educational, cultural, volunteer, physical fitness related programs and travel in any form. I attest and verify that I have full knowledge of the risk involved in physical fitness activities and that I have obtained approval from my physician to participate in same. I understand that the OASIS mailing list may be used by OASIS sponsors for educational mailings. I understand that participants in OASIS programs are expected to conduct themselves in a courteous manner, respecting the rights of all other participants, volunteers and staff.

By (Signature): _____ Date: _____

Emergency Contact: _____ Phone: _____