



## Upper Moreland Township

### Department of Parks & Recreation

117 Park Avenue | Willow Grove, PA 19090 | 215-659-3100

## PROGRAM PROPOSAL FORM

### PROGRAM INFORMATION

|                     |  |
|---------------------|--|
| Title of Program    |  |
| Program Description |  |
| Participant Age(s)  |  |

### SCHEDULE & ATTENDANCE

|                    |  |                    |  |
|--------------------|--|--------------------|--|
| Program Date(s)    |  | Program Time(s)    |  |
| Minimum Attendance |  | Maximum Attendance |  |

### FEES & PROVISIONS

|                                         |  |
|-----------------------------------------|--|
| Instructor Fee (per person)             |  |
| Items Provided by UM Parks & Recreation |  |

### ADDITIONAL INFORMATION

|                                 |  |
|---------------------------------|--|
| Any Other Pertinent Information |  |
|---------------------------------|--|

#### Important Note: Programs Open to Participants Under Age 18

If any participants under the age of 18 may register, the following clearances are required for all instructors/staff:

- Original PA Criminal Record Check
- Child Abuse Clearance
- FBI Fingerprint History Report
- Certificate of completion from an accredited Mandated Reporter training

*Please call us if you need more information on these clearances.*

Vendor / Instructor Signature

Business / Organization Name

Return to: Spencer Cartier | [scartier@uppermoreland.org](mailto:scartier@uppermoreland.org) | 215-659-3100 ext. 1041