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Date:
Office Use Only

GROUP COURSE ENROLMENT FORM AND MEMBERSHIP APPLICATION 2024

For administrative and insurance reasons we require all participant to complete the following Enrolment Form before they can commence any class offered by the Oakgrove Community Centre.

Title: Mr Mrs Ms

First Name: Family Name:

Additional Family Member Details: Title Mr Mrs Ms

First Name: Family Name:

Residential Address:
..... Post Code:

Telephone: (H) (M)..... (W).....

Email:

If the Enrolment is for a child:

Child's First Name: Child's Family Name:

Does your child have any allergies/medical conditions? No Yes

If yes, please specify:

Emergency Contact Details:

First Name: Family Name:

Telephone: (H) (M)..... (W).....

Permission:

Do You give permission for yourself or your child's photograph to be taken and used in promotional material for the Centre which includes Newsletters, Website or Social Media.

No Yes

Newsletter:

Do you wish to sign up for Oakgrove Community Centre's Newsletter ?

No Yes

Referral:

How did you hear about us?

Council/Flyers/Friend/social media/Website/Other(please specify)

Please circle the Term applicable:

Term 1	Term 2	Term 3	Term 4
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Name of Course:	
Course Fee: Per Term (Payable to the Centre)	\$
Course Fee: Per Session (Payable to the tutor)	\$

Membership Fee:	\$6.00 per annum (Period 1 January 2024 to 31 December 2024)
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Total Fee Payable:	\$
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Signature: Date:

Privacy

Oakgrove Community Centre collects personal information such as your name, address and contact details, primarily for the purposes of providing you with information about the programs and activities at the Oakgrove Community Centre. We collect personal information directly from you by the means of a Membership Form.

We may use your personal information to consider any requests you make of us, for the purpose of performing administrative functions (for example account services, and processing transactions and payments), and to identify you. We will treat any information that you give us as confidential. However, we may pass this information onto persons, companies or other entities who perform functions or services on our behalf, such as mailing functions, debit collectors, or where otherwise required by law.

You are able to request access to the personal information that we hold about you, and to request that it be corrected. Please contact the Oakgrove Community Centre on (03) 9704 2781.

OCC Group Course Enrolment and Membership Application 2024