

Kitsilano War Memorial Community Centre Program Proposal Form

Program periods <ul style="list-style-type: none"> • Winter January - March • Spring April - June • Summer July - August • Fall September - December 	Important items to consider when planning: <ul style="list-style-type: none"> • Statutory holiday dates and weekends • Summer: Centre closes at 12:00pm on weekends • Many rooms are unavailable in July/Aug due to kids day camps
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Instructor Name: ___
Mailing address: ___ City: ___ Postal Code: ___
Phone (cell): ___ Phone (home): ___
Email address (if change is necessary): ___

**Please fill out two forms if you are offering more than two courses in a season.

	Course #1	Course #2
Course Name		
Start date		
End date		
Cancel/no class <i>(provide date)</i>		
# of sessions		
Start time		
End time		
Age group <i>(eg: 16-55 yrs)</i>		
Min/max		
Equipment requirements <i>(projector, mats, tables, chairs, etc)</i>		
Registration fee <i>(include GST)</i>		
Drop-in fee <i>(include GST)</i>		
Room		
Split % or rate of pay \$		

Course Description (80 words or less):