

MEMBERSHIP INFORMATION FORM



BOYS & GIRLS CLUB

Boys & Girls Club of Troy
3670 John R. Road
Troy, MI 48083
Phone: 248.689.1687

For Office Use Only:

Member # _____

Receipt # _____

Exp. Date _____

Confidentiality: Any confidential information requested is for our records and for the funding our organization receives. The answers you provide will be kept completely confidential. Your cooperation in providing this information is both appreciated and necessary. Required fields are denoted with asterisks (*).

MEMBER INFORMATION *(please type or print)*

LAST NAME* _____ **FIRST NAME*** _____ **MIDDLE NAME*** _____

BIRTH DATE* ____/____/____ **NICKNAME** _____

SCHOOL* _____ **GRADE*** _____

GENDER* ☐ Male ☐ Female ☐ Transgender ☐ Non-Binary

ETHNICITY* ☐ African American ☐ Asian ☐ Native American
☐ Latino/Hispanic ☐ Caucasian ☐ Other (specify): _____

MEDICATIONS _____

MEDICAL PROBLEMS/ALLERGIES _____

DISABILITIES _____

Is there any extra information we should know that will make your child's experience more successful? (ex: "My child does best in high-energy environments." or "My child needs help making friends.")

PARENT/GUARDIAN INFORMATION *(please type or print)*

LAST NAME* _____ FIRST NAME* _____ GENDER* ☐ Male ☐ Female

LAST NAME* _____ FIRST NAME* _____ GENDER* ☐ Male ☐ Female

ADDRESS* (Line 1) _____

(Line 2) _____

(City) _____ (State) _____ (Zip) _____

PHONE NUMBERS* *(with area code)* PHONE TYPE *(cell, work, home, etc.)* PHONE OWNER *(mom cell, etc.)*

() - _____

() - _____

() - _____

() - _____

1st PARENT/GUARDIAN EMAIL ADDRESS* _____

2nd PARENT/GUARDIAN EMAIL ADDRESS _____

FAMILY INCOME* ☐ \$10,000 or below ☐ \$10,001-\$15,000 ☐ \$15,001-\$26,650 ☐ \$26,651-\$30,000 ☐ \$30,001-\$33,250
☐ \$33,251-\$36,000 ☐ \$36,001-\$38,550 ☐ \$38,551-\$41,250 ☐ \$41,251-\$44,000 ☐ \$44,001 and above

EMPLOYER* _____ JOB TITLE* _____

EMPLOYER* _____ JOB TITLE* _____

HOUSEHOLD TYPE* *(choose 1)* ☐ Single Parent Household ☐ Two Parent Household

FAMILY SETTING* *(select all that apply)* ☐ Father ☐ Mother ☐ Step-Parent ☐ Grandparent(s)

☐ Guardian(s) ☐ Sibling(s) ☐ Relative(s) ☐ Foster Parent(s)

EMERGENCY CONTACTS *(Two emergency contacts other than the parent(s)/guardian(s) listed above.)*

LAST NAME* _____ FIRST NAME* _____ RELATIONSHIP _____

PHONE NUMBER* *(with area code)* () - _____

LAST NAME* _____ FIRST NAME* _____ RELATIONSHIP _____

PHONE NUMBER* *(with area code)* () - _____

Boys & Girls Club of Troy
Health Questionnaire

Does member have any of the following conditions? If YES, please explain

1	Frequent illnesses?	Yes	No
2	Heart trouble, rheumatic fever, murmur, high blood pressure?	Yes	No
3	Epilepsy, convulsions, seizures, fainting spells?	Yes	No
4	Hospitalizations, operations, serious injuries, or serious illness?	Yes	No
5	Bleeding problems, sickle cell disease, or anemia?	Yes	No
6	Allergies or reactions to food, medication, or other?	Yes	No
7	Hay fever, asthma, wheezing, or shortness of breath?	Yes	No
8	Frequent skin rashes or infections?	Yes	No
9	Diabetes or hypoglycemia?	Yes	No
10	Difficulty passing urine or bowel movements or frequent urination?	Yes	No
11	Visual, hearing or speech impairments?	Yes	No
12	Behavioral or emotional impairments or hyperactivity?	Yes	No
13	Should member be restricted from physical activity (such as gym, field or blacktop)?	Yes	No

Please complete the following:

I, _____, the parent/guardian of _____
acknowledge and represent that my child has been recently examined by a physician and is physically and mentally capable of engaging in the activities of the Boys & Girls Club of Troy.

I further represent that I know of no physical or mental disability which would prevent my child from engaging in the activities of the Boys & Girls Club of Troy, and I disclaim and release the Boys & Girls Club of Troy, its employees and agents, from any and all liability to me for any injury sustained by my child while engaged in any activity sponsored by the Boys & Girls Club of Troy.

Parent or Legal Guardian Signature:

Date:

Please read and sign last page.



Please review these policies and procedures and sign & date this form:

- **Open Door Policy:** The Club strongly encourages members to stay inside the building where there is supervision. However, we emphasize that we maintain an “Open Door Policy.” It is the responsibility of the parent/guardian to instruct children as to whether or not they are allowed to leave the Club’s supervised areas, and it is the member’s responsibility to adhere to these guidelines.
- **Extended Hours Policy:** The Boys & Girls Club of Troy charges extended hours any weekday the Club is open from 7am-6pm. The charge is \$5.00/hr. per child for any portion of the hour. The extended hour policy is in effect from 7-10am and 4-6pm. It is the member’s responsibility to sign in and out of the Club. Parents/guardians are responsible for extended hours, even if the member forgets to sign out. It is a requirement for Club membership to have credit card information on file with the Club office in order to automatically process extended hours fees as well as late pickup fees.
- **Late Fees Charges:** Please be aware of closing times as they vary based on school calendar and summer break. If parents/guardians are late picking up a child after closing time, please call to let staff know when you will be arriving. Parents/guardians will be charged \$1 per minute/per child after closing time due immediately. Subsequent late pick up may result in suspension of membership.
- **Trial/Refunds:** Each new membership will start with a two-week trial to ensure that new members can be successful at the Club. If Club Leadership determines that a member did not meet expectations, the membership will not be extended and a refund will be granted. Otherwise, membership and program fees are non-refundable.
- **Lunches:** The Club does not provide lunch or plates/utensils. **Glass bottles and containers are not allowed.** Members are required to eat & drink in certain areas.
- **Membership Cards:** It is the member’s responsibility to have their membership cards with them at all times while using the Club. It is their responsibility to sign in and out of the Club. Not having a card can and will limit what they will be allowed to participate in. Replacement membership cards cost \$2.00. Parents/guardians are required to purchase a new card after 3 visits of a member attending without a card.
- **Personal Belongings:** The Club does not have any secure storage areas for members’ personal belongings, and is not responsible for any items lost or stolen. The Club strives to teach all of their members to be responsible and they must keep track of their own possessions. Members are encouraged not to bring more than they can keep with them at all times.
- **Wi-Fi and Electronics:** Members are only allowed to use personal electronic devices (including, but not limited to: cell phones, tablets and gaming systems) and Wi-Fi during non-programed activities. Staff has the authority to dictate length and frequency of use. Members are not allowed to take pictures or video without permission, engage in bullying or abuse, or have other members use their devices. The Club is not responsible for any device that is lost, confiscated or damaged. Failure to abide by these guidelines will result in loss of electronics privileges or confiscation of devices, and can lead to suspension.
- **Safety Policies:** A copy of the Club’s safety policies are available by request at the Front Desk.
- **Club Telephone Use:** Members are not allowed to receive or make telephone calls from the Club phones – emergencies are an exception. Please be aware that staff will screen all requests for outgoing calls.
- **Permission Slips:** Written parental permission is required for all outings away from the Club.
- **Medications:** If a child is required to take medication while at the Club, the child’s doctor must complete a medication form (especially for long term medications). All medication will be kept in the Administrative Office and distributed by qualified staff.
- **Media Permission:** Parents/guardians understand that Club membership includes permission for members to be featured in promotional materials, membership accounts and communications about the Boys & Girls Club of Troy. This includes newspaper coverage of activities at the Club and postings on social media platforms.
- **Member’s Behavior:** Members are required to respect Club equipment, respect the property of others and help keep the Club clean. If this should happen the Boys & Girls Club of Troy reserves the right to suspend a child from Club activities, and it is the responsibility of the parents/guardians to meet with a director.

I have read the completed application, understand the rules of the Boys & Girls Club of Troy, and request that my son/daughter be admitted into membership. I have explained the rules to my child and agree that the Boys & Girls Club of Troy will not be responsible for any accident to the child while on the Boys & Girls Club of Troy premises or while engaged in any of its activities away from the Boys & Girls Club of Troy. I give my consent for photographs, in which my child may appear, to be used in any way by the Boys & Girls Club of Troy may care to use them.

Parent/Guardian Signature

Date