

## REGISTRATION FORM 2020

LEARNER INFORMATION			
Surname:	First name:	Age:	Sex:
Identity number:	Date of birth:	Contact No:	
Educational institution:	Grade:	Email address:	
PARENT/GUARDIAN INFORMATION			
Father/Guardian Name and Surname:	Identity no:	Cell phone:	Email address:
Mother/Guardian Name and Surname:	Identity no:	Cell phone:	Email address:
TUITION REQUIRED (Please indicate with an X)			
WOODWIND	BRASS	STRINGS	OTHER
Flute	Trumpet	Violin	Percussion
Oboe	French Horn	Viola	Piano
Clarinet	Trombone	Cello	Singing
Bassoon	Euphonium	Double Bass	Theory
Saxophone	Tuba	Harp	Orchestra
Basic Music Education		Classical Guitar	
Does the learner have his/her own instrument as indicated above? <b>YES/NO</b>		Does the learner take music as a subject at High School? <b>YES/NO</b>	
DURATION OF TUITION REQUIRED (Please indicate with an X)			
<b>Music Teacher:</b>			
30 min:	45 min:	60 min:	
PERSON RESPONSIBLE FOR ACCOUNT (Attach copy of ID and proof of address)			
Full names:	Identity no:	Physical address:	Cell phone:
Occupation:	Employer:	Employer address:	Phone no:
Email address:			
<b>I, the undersigned, hereby declare that I take cognisance of the following:</b>			
<ol style="list-style-type: none"> <li>1. Tuition fees are payable by the second week of the term. Lessons may be suspended if fees are not settled timeously.</li> <li>2. Alternative arrangements may be made with the Music Centre to pay on a monthly basis. Failing to adhere to these arrangements, the full outstanding balance/amount will be payable immediately or lessons will be suspended.</li> <li>3. For termination of lessons, one term's notice in writing is required.</li> <li>4. If learners are absent more than twice from lessons or orchestra/ensemble rehearsals without a valid excuse, their lessons will be terminated.</li> <li>5. I hereby declare all personal information as true and correct. I also undertake to inform the school of any change in contact details.</li> <li>6. I undertake to pay the accounts received from the Hugo Lambrechts Music Centre promptly. Should I fail to pay this account, I undertake to pay legal costs relating to the recovery of the outstanding monies in respect of professional services rendered, including attorneys, client fees and tracing costs.</li> <li>7. I acknowledge that I have read and understand the Hugo Lambrechts Music Centre <i>Admission Policy</i> and <i>Code of Conduct for Learners</i>.</li> </ol>			
Signature:		Date:	

 ID Document

 Proof of address

## DECLARATION BY ADULT LEARNER/PARENT/GUARDIAN\*

I warrant that I willingly participate/am entitled to grant permission, and herewith grant such permission that my child may participate in activities organised and/or presented by the Hugo Lambrechts Music Centre and/or its educators during rehearsals, concerts, workshops, masterclasses, orchestra camps and tours etc. I indemnify:

- The Department of Education of the Western Cape;
- The Hugo Lambrechts Music Centre;
- The Governing Body of the Music Centre;
- Principal, all educators, employees and agents of the said Department and Music Centre;
- All members of the Governing Body of the Music Centre and agents thereof

Against liability for any injury, casualty, damages or other prejudice which I, my child or any other person may suffer owing to my/my child's participation in the said activity or transport thereto or therefrom.

This indemnity excludes any injury, casualty, damages or other prejudice suffered due to a wilful or negligent act or omission by one or the other of the parties referred to above, in which case the party who acted (or failed to do so) wilfully or negligently and/or his/her principal purported to be vicariously liable, may be held liable.

### Consent for the Publication of Personal Information (POPI)

Hereby, I, \_\_\_\_\_ (Initials and Surname), grant permission to the Hugo Lambrechts Music Centre to process the personal information collected on this registration form for purposes pertaining to the registration, teaching and assessment of the learner indicated below. I also grant permission that photos/images/videos of me/him/her may be used for administration, promotion and marketing initiatives of the Music Centre including, but not restricted to:

- Classroom teaching activities, educational workshops, masterclasses and concerts;
- Printed publications such as newspapers, magazines, annual reports, programmes;
- Webpages and social media platforms;
- Fundraising proposals and feedback reports;
- Video/DVD recordings.

In granting this permission, I understand that the Music Centre may use these photos/images/videos as deemed appropriate by the principal. I further understand that although the Hugo Lambrechts Music Centre, the name or other personally identifiable information of me/the child will not be used with any photo/image/video without prior written consent.

I am signing this release form in the knowledge that any photos/images/videos posted on the school's website could be downloaded and reproduced, and I therefore release the Hugo Lambrechts Music Centre from any liability arising from the use of photos/images/videos of me/the child in Music Centre web postings.

I further understand that if I wish to rescind this agreement, I may do so at any time by sending a letter to the principal of the Music Centre.

Name(s) of learner: \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Contact number: (h) \_\_\_\_\_ (w) \_\_\_\_\_ (c) \_\_\_\_\_

Signature of adult learner/parent/guardian:\* \_\_\_\_\_ Date: \_\_\_\_\_

\*Where applicable: Learners 18 years of age or older may sign this release form themselves.  
A testamentary document confirming guardianship of custody must be attached.