



# Town of Norwood ~ Norwood Recreation

## Fee Reduction Application

### Policy:

The Norwood Recreation Department plays a central role in defining the Town's quality of life and is committed to offering low cost recreational programs, special events, and trips to the citizens of Norwood. Any resident of Norwood is eligible to submit an application for fee reduction. Fee Reduction Applications are valid for one program and one child per form and not all programs are available for a fee reduction. Fee Reduction for accepting programs are based on need, percentage of reductions already made, and completion of all required paperwork. Applications will be reviewed on a case-by-case basis and a decision will be made by the Recreation Superintendent and/or management. Applications should be submitted one month prior to the start of the program. Applications will be reviewed and you will receive an answer in 3-5 business days. **NO APPLICATION WILL BE ACCEPTED WITHOUT THE REQUIRED DOCUMENTATION AND PROOF OF INCOME STATEMENTS.** Those who receive a fee reduction must come into the Norwood Recreation Office to pay for the remaining program balance. No partial payments will be allowed. The Recreation Department reserves the right to deny any applications for any reason.

### Participation Waiver :

By signing below I give permission to authorize the Town of Norwood Recreation Department and Community Education Department to contact employers, social agencies, etc... to verify information on this application. I also understand that deliberate misrepresentation of information subjects the application to being disqualified for consideration.

\_\_\_\_\_  
Print Applicant Name                      Date:                      Applicant Signature:

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### **Applicant Information:**

Participant Name: \_\_\_\_\_

Parent/ Guardian Name: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (day) \_\_\_\_\_ (evening) \_\_\_\_\_ E-mail \_\_\_\_\_ @ \_\_\_\_\_

### **Program Information:**

Program Applying For: \_\_\_\_\_

Dates Requesting: \_\_\_\_\_

### **INTERNAL USE ONLY:**

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Meeting Needed: : \_\_\_\_\_

Approved %: \_\_\_\_\_

Amount Deducted:\$: \_\_\_\_\_

**Financial Information:** ***TOTAL FAMILY INCOME BEFORE DEDUCTIONS*** (includes wages of all working family members, welfare payments, pension, social security, scholarships and regular contributions not living in household). You MUST include documentation for below claimed household income (Examples of proper documentation include: Annual Tax Return, W2 Form, DSS Form, SSI Form, Social Security or Unemployment Annual Statements.)

Please list Financial Assistance, if any, from any of the following:			
Source of Income	Monthly Income	Source of Income	Monthly Income
Your Employment	\$	Workers Compensation	\$
Other Family Employment	\$	Social Security	\$
Unemployment	\$	Pension	\$
Family Independence Agency	\$	Others (Explain Source)	\$
Child Support	\$	<u><b>TOTAL MONTHLY INCOME</b></u>	

**STATEMENT OF NEED:** In addition to the information above, please explain why paying for the recreational program you are applying creates a hardship. Include any financial information that you believe supports your claim.

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**ATTACH ALL NECESSARY DOCUMENTS** (application **will not** be accepted without the following documents)

- ☐ Last Years W2's for all members in household
- ☐ Social Security Statements
- ☐ Government Assistance Vouchers
- ☐ Proof of Residency (Norwood Residents Only)
- ☐ Any other Documents

<i>Below is a tier breakdown of summer programs we can give the most fee reduction for (Tier One) down to the programs we can give nothing for (Tier 3)</i>		
Tier One	Tier Two	Tier Three
Playcamp Program Challenger Program Swim Lessons	Junior Play Senior Play Mustang Sports	Contracted Vendors including, but not limited to programs offered through F.A.S.T. Athletics, Play-Well, Pool Tags