



Dear Instructor:

If you are interested in teaching a class in Fall 2015 for Belmont Parks and Recreation Department, please fill out the enclosed form and return it to me **NO LATER than June 3rd**. If this date will be a problem for you, let me know and I will work with you. It is very important you meet this deadline so all other deadlines can be met.

I'm retiring in the Fall, so I will not looking to add new classes, not knowing who will be taking over for me. I'm trying to make it a smooth transition for all.

Season Dates:

September 7 - December 14th.

Please include all classes you wish to **start** in this time-frame.

Holidays (no class at Park & Recreation Facilities unless pre-arranged)

Wednesday, November 11th – Veterans' Day

Thursday & Friday, November 26 & 27- Thanksgiving Holiday

If you have any questions, please feel free to call me at **(650) 595-7439**.

Thank you for your immediate attention in this matter.

Sincerely,

Mary Doherty

Mary Doherty
Recreation Supervisor/Class coordinator
City of Belmont
30 Twin Pines Lane
Belmont, CA 94002

2015 Fall Brochure – September 7-December 14

Class PUBLIC SPEAKING AND DEBATE

Instructor BAY AREA DEBATE CLUB INSTRUCTOR

Preferred Location BELMONT

Contact info to put in Outlook for class- info@bayareadebateclub.com
510-573-2497

Day of week class will meet	Total # of classes	Dates: Start-End Session (‘same’ is NOT helpful)	Class Times
FRIDAY	10	PLEASE SEE ATTACHED	
Dates to exclude: (vacation/holiday)			

Fee: Resident \$199 _____ Non-Resident _____

Materials Fee 0 _____

Includes? _____

covers: _____

Ages of participants 6-50YRS **Class Min.#** 7 **Class Max.#** 20

Description _____

Please return to: Belmont Parks and Recreation Dept.; Attn: Mary Doherty
30 Twin Pines Lane, Belmont, CA 94002

FAX: 595-7419, **E-Mail:** mdoherty@belmont.gov. **Phone** – 595-7439

Deadline to return this form is June 3rd.