

# Contract Class Proposal Application

## Instructor Information: *Please attach resume*

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Cell: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Company Name: \_\_\_\_\_ Website: \_\_\_\_\_

Current Spring Lake Park/Fridley Business License?  Yes Tax ID No: \_\_\_\_\_  No

## Business Status:

- Sole Proprietor Name: \_\_\_\_\_
- Minnesota Corporation Name: \_\_\_\_\_
- Partnership/Limited Liability Company Name: \_\_\_\_\_

Relevant Experience:

Please List Three References:

Professional reference: \_\_\_\_\_ Phone: \_\_\_\_\_

Professional reference: \_\_\_\_\_ Phone: \_\_\_\_\_

Customer reference: \_\_\_\_\_ Phone: \_\_\_\_\_

## Program/Course Focus: *Please select all that apply*

- Vocational Skills Development
- Leisure Education
- Leisure Networking
- Leisure Resource Development
- Physical Education & Sports
- Scouting & Camping
- Music
- Dancing
- Handicrafts
- Art
- Homemaking

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Course/Activity Name: \_\_\_\_\_

Have you taught this course before? \_\_\_\_\_

Course Description:

Course Goals and Benefits to Participants:

Age Range: \_\_\_\_\_ Class Min: \_\_\_\_\_ Class Max: \_\_\_\_\_

Proposed Activity Day: \_\_\_\_\_ Proposed Activity Time: \_\_\_\_\_

Proposed Activity Fee: \_\_\_\_\_ Material Fee (*Paid to Instructor*) if any: \_\_\_\_\_

*Supplies included in material fee:*

Equipment Required: \_\_\_\_\_

Facility/Space Desired: \_\_\_\_\_

Additional Information/Notes:

Please return this form to the Parks & Recreation Department at Spring Lake City Hall, 1301 81st Ave NE, Spring Lake Park, MN 55432. Attach any additional information, certifications, samples of work, and resume to this form. Please call 763-792-7233 with any questions.