

West Sacramento Recreation Center
GROUP EXERCISE PROPOSAL FORM

*Directions: Please complete the following information.
Attach resume and copy of required certifications and return to:*



*West Sacramento Parks & Recreation
Group Exercise Course Proposal
2801 Jefferson Blvd.
West Sacramento, Ca 95691*

1. ***INSTRUCTOR INFORMATION*** (PLEASE *print*) Date _____ / ____ / ____.

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: Day :() _____ Eve: () _____ Email: _____

Proposed Class Title:
AND/OR
Contract Position Applied for: Group Exercise Instructor

A. Applicant experience/background in proposed program – Include relevant certifications and years of experience:

B. Experience in working with the public (include paid and volunteer):

C. References:

	Name	Relationship	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

< more on next page >

2. **CLASS INFORMATION**

Proposal for _____
(Class name)

A. Detailed Class Description. For additional space, please continue on the back or a separate piece of paper.

B. Please list a one sentence description of your class that will appear in marketing material:

C. Desired days of the week and time to conduct (if applicable):

1st choice of Day: _____ Time: _____ am or pm to _____ am or pm

2nd choice of Day: _____ Time: _____ am or pm to _____ am or pm

D. Equipment needed: _____

**** If your proposal has potential for meeting our programming needs, you will be invited for an demo. If your program is accepted you will be required to attend an orientation and complete all necessary paperwork before the program will be offered through the Department.

Note: Contractors are required to have current CPR and Standard First Aid Certifications before program begins unless otherwise stated.

Group Exercise instructor pay: \$21 per class (45-65 min class) & \$10.50 per class (25-30 min class)

OFFICE USE ONLY		<input type="checkbox"/> Livescan complete
		<input type="checkbox"/> W-9 & Agreement
Date Received: _____	Reviewed by: _____	
Comments: _____		

Instructor Acknowledgment

I acknowledge that I have read, accept and understand the information and conditions that involve me or my company contracting as an Independent Contractor with the West Sacramento Parks & Recreation Department.

Individual's Signature

Date