



## EMAIL REQUEST FORM

In an effort to keep our Play Centers, Inc. families informed regarding monthly center newsletters/calendars, emergency closings, staff updates, center events, etc.,

**Play Centers, Inc. is requesting at least one Email address on file for each of our Play Centers' families.**

With this in mind, please take a moment to complete this form.

Feel free to provide more than one Email address.

Child #1 Full Name (Printed): _____	Center Location: _____
Child #2 Full Name (Printed): _____	Center Location: _____
Child #3 Full Name (Printed): _____	Center Location: _____

*Please keep in mind that it will be the responsibility of each family to keep Play Centers, Inc. updated to changes or deletions of the Email address(es) provided.*

**Parent/Guardian Name:** *(Please print carefully and legibly!)* \_\_\_\_\_

Personal Email Address: \_\_\_\_\_

Work Email Address: \_\_\_\_\_

**Parent/Guardian Name:** *(Please print carefully and legibly!)* \_\_\_\_\_

Personal Email Address: \_\_\_\_\_

Work Email Address: \_\_\_\_\_

*if you wish to add another email address, at a later time, to receive the monthly center newsletters/calendars, emergency closing notifications, staff updates, center events, etc., please visit [www.playcenters.org](http://www.playcenters.org) home page to register for email notifications.*

**ADMINISTRATIVE USE ONLY**

*This form is to be sent to the Preschool AR Coordinator on the day it is received by the Director.*

*Preschool AR Coordinador Signature: \_\_\_\_\_ Date: \_\_/\_\_/\_\_*