

North Ridgeville Parks and Recreation

REGISTRATION PROCEDURES

Program registration forms are available at the parks and recreation office or can be downloaded at:

www.nridgeville.org/parksandrec



Mail completed registration form along with check to:

N.R. Parks & Recreation
7307 Avon Belden Road North Ridgeville, Ohio 44039

Drop off completed registration form with payment at the parks and recreation office Monday-Friday between 8:00a.m.-4:30p.m.

The P & R office is located next to City Hall in front of the Senior Center, corners of Route 83 and Bainbridge.

REGISTRATION INFORMATION

- Classes are filled on a first come first served basis... Register Early!
- Pre-Registration is required for all programs unless otherwise noted.
- Payment must accompany registration form.
- Attend the first class as scheduled; confirmation is not mailed.

Signed registration / hold harmless forms are required for participation in NRPRD programs / trips. These forms are a contract of understanding between you and NRPRD. Signed registration forms are required to process your registration and for participation in programs.

REFUND POLICY

It is our policy to provide an opportunity for as many people as possible to enjoy our parks and recreation opportunities. Therefore, the City of North Ridgeville, Parks and Recreation Department reserves the right to cancel, postpone or combine classes, events or programs, or change instructors in order to provide the best service possible.

GENERAL INFORMATION

Full refund policy can be found on our website under the Policies & Procedures tab.

- If the department of parks and recreation cancels a program the individual will receive a full refund.
- All refunds are assessed a \$5 processing fee. The fee is waived if you choose to have the credit put on your household account.
- Transaction / Convenience fees for all online registrations are non-refundable.
- Please allow 4-6 weeks for your refund to be processed.

North Ridgeville Parks and Recreation

Registration Form

(PLEASE PRINT CLEARLY)

REGISTRANTS NAME: _____ **Date of Birth:** ____/____/____ **Age:** _____ **Grade:** _____

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

Home Phone: _____ **Work Phone:** _____ **Ext.:** _____ **Cell Phone:** _____

North Ridgeville Resident [] Non – Resident [] Male [] Female []

Email: _____

If child is under 18:

Parent / Guardians Name: _____ **Date of Birth:** ____/____/____

Emergency Contact: _____ **Phone:** _____

General Notes, Disabilities, Food Allergies, Etc.

ACTIVITY / PROGRAM NAME	DATES:	TIME(S):	FEE:
			\$
			\$
			\$
TOTAL PAYMENT:			\$

HOLD HARMLESS AGREEMENT

We, the parents or legal guardians of the above named child who desires to participate in the activities of the North Ridgeville Parks & Recreation Department, fully understand the program offered by the Recreation Department. In particular, I understand that participants in the recreational activities risk physical injury when participating in, being around, or traveling to or from such activities, be it games, practices, or related recreational functions. Nevertheless, I consent to said child's full participation in all the activities of the Recreation Department, including those mentioned above. I hereby on behalf of myself, said child, and all parents and guardians of said child, waive the right to sue, release from liability, absolve, indemnify and agree to hold harmless the North Ridgeville Parks & Recreation Department, its organizers, sponsors, supervisors, coaches, participants and persons transporting said child to or from the recreational activities, for and from any claim arising out of any injury to said child. The consideration of this release is the pleasure and benefit occurring to me and to said child as a result of his/her participation in the recreational activities, which consideration I deem to be sufficient for the granting of this release.

PARENT / GUARDIAN SIGNATURE: _____ **DATE:** ____/____/____

Signature confirms that participant has read and agrees to North Ridgeville P & R Hold Harmless Agreement. (Parent or guardian sign for participant under 18)

FOR NRPRD OFFICE USE ONLY:

PAYMENT TYPE: CREDIT/DEBIT CARD [] CASH [] CHECK [] **CHECK NO.:** _____

DATE: ____/____/____ **PAYMENT I.D.:** _____ **STAFF INITIALS:** _____