



Registration Form

Insert this form, along with your credit card information, check, or money order payable to the Community Park District and **drop off or mail to** the Community Park District, 1501 Barnsdale Road, LaGrange Park, IL 60526. Registrations paid by credit card may be faxed to (708) 354-4577. Unless otherwise notified, participants are accepted upon receipt of application and payment. **Please refer to the registration procedures and random draw as specified on page 2 of this PDF**

Head of Household:	Home Phone Number:
Address:	City
Cell Number	Work Number
	E-Mail Address

Community Park District desires to meet the leisure needs of all our residents. We will do our best to accommodate your requests.

- Do you or a family member require special assistance? Yes No **If Yes, please contact the Park District office at 354-4580.**
- Are there any allergies the CPD needs to be aware of that would effect participation in a class? Yes No
Please state allergies in writing and attach to registration form.

PARTICIPANT'S NAME	SEX	18 and under DATE OF BIRTH	AGE	GRADE	PROGRAM NAME	CODE	FEE

PHOTO INFORMATION

On occasion, the park district staff or local newspaper photographers may take pictures of participants in our programs, classes or events. Please be aware that these pictures are only for Park District use, most likely in future catalogues, brochures, pamphlets, flyers, or for publication in a local newspaper including Facebook.

IMPORTANT INFORMATION

The Community Park District is committed to conducting its recreation program and activities in a safe manner and holds the safety of participants in high regard. The Community Park District continually strives to reduce such risks and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, participants and parents/guardians of minors registering for this program/activity must recognize that there is an inherent risk of injury when choosing to participate in recreational activities/programs.

You are solely responsible for determining if you or your minor child/ward are physically fit and/or skilled for the activities contemplated by this agreement. It is always advisable, especially if the participant is pregnant, disabled in any way or recently suffered an illness or impairment, to consult a physician before undertaking any physical activity.

WARNING OF RISK

Recreational activities/programs are intended to challenge and engage the physical, mental and emotional resources of each participant. Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any recreational activity/program. Understandably, not all hazards and dangers can be foreseen.

Depending on the particular activity, participant must understand that certain risks, dangers and injuries due to inclement weather, slipping, falling, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, skill level or conditioning,

ADULT SIGNATURE:

DATE: _____

If under 18 years of age, this form must be signed by a parent or guardian. Failure to sign this form could void your registration.

carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, instruction or officiating, and all other circumstances inherent to outdoor and indoor recreational activities/programs exist. In this regard, it must be recognized that it is impossible for the Community Park District to guarantee absolute safety.

WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

Please read this form carefully and be aware that in signing up and participating in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in this program/activity, and I voluntarily agree to assume the risk of any and all injuries, damages or loss regardless of severity, that my child/ward or I sustain as a result of said participation. I further agree to waive and relinquish all claims I or my child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against the Community Park District, including its officials, agents, volunteers, and the employees (herein collectively referred as Community Park District of LaGrange Park).

I do hereby fully release and forever discharge the Community Park District from any and all claims for injuries, damages, or loss that minor child/ward or I may have or which may accrue to my child/ward or me and arising out or connected with, or in any way associated with this program/activity. I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claim

Total amount due _____

Paid by: Check Visa Master Card

Card Number: _____ Expires: _____

FOR YOUR SECURITY, PLEASE DO NOT EMAIL THIS COMPLETED FORM

Random Draw Process

To ensure equal opportunity, all resident registrations received by 5:00 pm on date specified on the website or in the brochure at the beginning of each new season and will be pulled in a random order. A confirmation enrollment status sheet will subsequently be mailed to the address provided on your registration form. In the event the program is filled you will be placed on a waiting list. Wait-listed residents of LaGrange Park have the highest priority. In the event a program is cancelled for any reason your money will be refunded in full. Once random draw registration is complete, residents will be accommodated on a first-come first-served basis. Non-resident registration begins on the date specified in the brochure and on the website for each new season.

Registration Procedures

Enrolling in any of our programs requires a registration form like the one provided in this PDF or in our seasonal brochures.

Please follow these steps when submitting a registration form to prevent your registration from being returned for correction.

1. **Choose your program(s) from the brochure or website.**
2. **Fill out the form:**
 - a. **Print all required information and date of birth for minors.**
 - b. **Include both the program name and program code in the spaces provided.**
 - c. **Complete form by signing at the bottom, including date.**
3. **Pay for the desired program. Do not enclose cash. We accept personal checks, VISA or MasterCard as payment.**
4. **Return the form and payment to the Community Park District of La Grange Park**

Forms can be mailed to:

Community Park District of La Grange Park
1501 Barnsdale Road
La Grange Park IL 60526

Faxed to:

(708) 354-4577 (include credit card information as payment when faxing)

Dropped off:

At our registration desk during office hours.
Or placed in our secure, outside drop box after-hours.

ABSOLUTELY NO MONEY OR REGISTRATIONS WILL BE ACCEPTED AT ANY CLASS SITE.

Those with special needs related to a disability or allergy should check the box provided on the registration form. ***If box is checked, please notify the park district by phone at (708) 354-4580*** and speak with the department head in charge of program requested. ***If there is a food allergy or special food need,*** please state that in writing and attach to your registration form. Every reasonable effort will be made to accommodate the situation.

All registrations must be processed at the office at 1501 Barnsdale Road during normal business hours Monday through Saturday.

Refund Procedure

Refunds will be issued in the following manner: A full refund will be issued if requested within five business days prior to the start of the class. A 20% administrative fee will be applied if requested within four or fewer business days prior to the start of the first class. Prorated refunds may be issued, once a class has started, in cases of injury or serious illness. A physician's note may be required. No administrative fee will be applied for a medical release.

The following exceptions apply: no refunds will be issued for Ready Teddy Preschool fees, sports leagues, tickets to entertainment, special events and trips, program supplies and materials purchased, contractual programs or obligations, and food or meals.