# Registration Guidelines

- Payment must be received to register for a program.
- The Department reserves the right to cancel or consolidate classes based on registration. A full refund is issued for all cancelled classes. Minimum and maximum class sizes are utilized.
- Waiting lists are established when classes are full. Additional classes may be offered if the minimum enrollment is reached and facility space is available.
- Fees will not be prorated.
- Registration is required prior to the start of class, unless noted.
- A youth waiver is required for every participant age 17 and under.
- A $4 nonrefundable handling charge will be deducted from the refund of each class when an enrollee withdraws prior to the first day of class. Once the first day of class arrives, refunds are not issued unless the class or program is cancelled by Parks & Recreation. **Swimming exception: See page 58.**
- If your child turns the minimum age required within 30 days of the start of the program, they may register for that program unless noted otherwise.
- Web registration is available up to the day prior to the start of the class or session or the registration deadline date.

## Connect with Cedar Rapids Parks & Recreation

- www.Cedar-Rapids.org/subscribe
- Cedar Rapids Parks & Recreation
- @CityofCRIowa
- CityofCR
- Text / Email Alerts
- Play! Times Email Newsletter

## How-To-Read Our Course Information

### Course Title

**Canoe Pirate Adventure**

*(9-13 yrs.)*

Prepare for an adventure! Learn the basics or refresh your skills in this two-day camp. Build your crew and get into your canoes to practice in the shallow pond on Monday and then test your skills in the Pond Pirate obstacle course on Wednesday.

### Program Number

#114111-01

### Time Course Meets

M/W 7/27, 7/29 9am-12pm

### Course Location

Ushers Ferry

### Course Description

- **Date(s) Course Meets**
- **Day(s) Course Meets**
- **Course Location**

### Abbreviations:

- M = Monday
- Tu = Tuesday
- W = Wednesday
- Th = Thursday
- F = Friday
- Sa = Saturday
- Su = Sunday

### Resident Course Fee

- **$53 (R $46)**

### Non-resident Course Fee

- **$53 (R $46)**

**R** = Resident Fee (zip code with the first three numbers 524 required for this discount.)
I want to register; now what do I do?

**GO ONLINE - Our improved process is convenient and easy!**
Log on to CRREC.org. Click on the Online Registration link. Log on and follow the directions provided. Online registration is processed 24 hours a day with credit card payment up to the day prior to the start of the class or session or the registration deadline date.

**CALL US**
Weekdays from 7:30 a.m. - 7:00 p.m.
Call 319-286-5566. Your registration will be processed by a customer service representative while you wait. Credit card payment only.

**WALK IN**
Stop by one of our two locations below. Cash, check, Cedar Rapids Parks & Recreation gift certificates, Discover, MasterCard and Visa accepted.

**MAIL IN**
Fill out the form below and mail it to us with your check or money order at:

Cedar Rapids Parks & Recreation
Northwest Recreation Center           City Services Center (CSC)
1340 11th Street NW           [or]           500 15th Avenue SW
Cedar Rapids, IA 52405           Cedar Rapids, IA  52404

**DISCOUNTS**
Financial Assistance Program -
A discount is available for those who qualify on recreational programs and swim passes.
Please call 319-286-5566 between 7:30 a.m. and 5:00 p.m. for more information on guidelines and the qualification process.

Resident -
Those who reside in a zip code with 524 as the first three numbers receive a discount for programs and swim passes.

**T-SHIRT SIZES**
Youth Sizes:  
YXS = 2-4  
YS = 6-8  
YM = 10-12  
YL = 14-16  
Adult Sizes:  S, M, L

**PAYMENT ENCLOSED (Check or money order only. Make payable to: City of Cedar Rapids)**

**Can we email your receipt? If yes please list address:**

**YOUTH WAIVER AND PHOTO/VIDEO PERMISSION**
(One form per participant for youth programs only.)

SIGNATURE OF PARENT OR GUARDIAN: I hereby authorize my son/daughter to register to participate in the above stated program(s) sponsored by the City of Cedar Rapids Parks & Recreation Department. I understand that this (these) program(s), like most programs similar in nature, has (have) some degree of inherent risk involved. Furthermore, my son/daughter is in good physical condition appropriate to participate in the stated activity(ies) AND I UNDERSTAND THAT THE PARTICIPANTS MUST ASSUME FULL RESPONSIBILITY FOR BODILY INJURY INCURRED WHILE TAKING PART IN THE ACTIVITY(IES). NO ACCIDENT INSURANCE IS PROVIDED THROUGH THE CITY OF CEDAR RAPIDS. I grant the Cedar Rapids Parks & Recreation Department permission to use pictures or videos taken of my child during participation in programs. I waive my right to inspection or compensation.

SIGNATURE ___________________________ DATE ___________________________