

SPECIAL INTEREST CLASSES: WINTER SESSION 2009

Don't miss your opportunity to register for Special Interest Classes, which will be held in the new Library Recreation Annex, at the northwest corner of Ellsworth and Ocotillo roads! These classes will be an opportunity for residents to create memorable experiences by participating in a variety of activities. Parents – we offer many programs for the social, recreational and physical development of your children. Adults and seniors – come relieve stress and engage your mind & body through our art, music, fitness, career and writing classes. Keep a look out online for updated class information. **Registration begins Nov. 17.**

Registration Methods

- Registrations are accepted via options listed below:
 - Walk-In (cash, check, credit card, money order, travelers check)
Bring registration form and full payment to the Parks and Recreation office, located at 22350 S. Ellsworth Road, Queen Creek, AZ 85242, during regular business hours of 7 a.m. – 6 p.m., Monday through Thursday. We are closed on Fridays.
 - Mail (checks only, payable to Town of Queen Creek)
Send completed form and full payment to:
Queen Creek Parks and Recreation
22350 S. Ellsworth Road
Queen Creek, AZ 85242
- The Town of Queen Creek Parks and Recreation Department is not responsible for postal delays.
- Class fees must be submitted in full at time of registration.
- Faxed registration forms are not accepted.
- Registrations will not be accepted by telephone.
- Registration must be completed prior to the first class meeting; Registration is not accepted at class.

Enrollment Policy

- All registrations will be accepted on a first-come, first-served basis.
- Early registration is encouraged; so we can notify you of any changes in program or; if you require special accommodations.
- Every class has a minimum and maximum enrollment to ensure a quality experience. If a class you registered for is full, you will be contacted to discuss alternate classes.
- If a class is full, participants may elect to have their name placed on a waiting list.

Residency Requirements

- Recreation program registration fees are based on Town of Queen Creek residency.
- Proof of residency is required by providing any two of the following five documents: utility bill, water bill, property tax statement, IRS federal income tax filing statement, and bank check with current address.

Refund Policy

- Refunds will be given to cancellations received before the end of the registration period. Please expect 4-6 weeks to receive your refund .
- Failure to attend a program or 'no shows' will not be granted a refund.
- Requests for refunds must be given in writing.

Class Cancellation Policy

- Town of Queen Creek reserves the right to cancel, combine, or divide classes; to change time, date, or place of meeting; to change the instructor assignments and to make other revisions that may become necessary.
- If class is cancelled by the department, participant will be notified and a full refund or credit will be processed.

Americans with Disabilities Act

In compliance with the ADA, the Town of Queen Creek Parks and Recreation Department encourages those with disabilities to participate in our programs. If you have special needs, please call us at 480-358-3700.

Recreation Scholarship Program

Financial assistance is available to help with recreation program fees based on demonstrated need. An application can be downloaded from our Web site, www.queencreek.org. Completed applications can be submitted between the hours of 8 a.m.-5 p.m. Monday through Thursday at the Parks and Recreation office, 22350 S. Ellsworth Road, Queen Creek, AZ 85242.



**Town of Queen Creek
Parks & Recreation Department**

22350 S. Ellsworth Road, Queen Creek, AZ 85242

480-358-3700

Special Interest Class Registration

Participant Name	Birth Date	Class #	Class Name	Day	Class Fee
Example: Susie Smith	3/4/98	459	Swim Team	M-Th	\$50

PROOF OF RESIDENCY IS REQUIRED FOR ALL PROGRAMS.

Bring or mail in two of the following current documents:
Water bill, Utility bill (electric, gas), Bank check, Property tax statement, IRS filing statement

ASSUMPTION OF RISK AND IMAGE RELEASE FORM

I give permission for my child, and/or myself to participate in this program. I understand that the Town of Queen Creek carries no accident insurance for this program. I understand that the risk of injury from the activities involved in this program is significant, including the potential for permanent paralysis and death. I knowingly and freely assume all such risks, both known and unknown. It is the responsibility of individuals participating in a Town class or activity to notify in writing, any physical limitations that may limit or impair their activity in the program for which they are registered and the Town will make reasonable accommodations. I do hereby, for myself, my children, my heirs, executors and assigns, hereby release and hold harmless the Town of Queen Creek, their officials, officers, agents and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event, with respect to any and all injury, disability, death, or loss or damage to person or property, whether arising from the negligence of the release's or otherwise, to the fullest extent permitted by law. I am of lawful age and legally competent to sign this agreement for and in behalf of the participants. Furthermore, I give consent for emergency treatment.

The undersigned also agrees and gives permission for their likeness, or the likeness of their child, to be photographed or videotaped and that such image may be published in an outlet used to promote or publicize the Town of Queen Creek programs. I understand that any omission or misstatement regarding residency on this registration form shall be grounds for removal from the program regardless of the time elapsed.

QUEEN CREEK PARKS AND RECREATION

Name of person registering participant(s) _____

Mailing Address _____ City _____ State _____ ZIP _____

Phone # (H): _____ (C): _____

E--mail Address: _____

Emergency Contact: _____

Phone #1: _____ Phone #2: _____

Would you like to donate \$2 to the QCPR scholarship fund program?
 Yes No

(The program assists economically disadvantaged individuals who would like to participate in this program.)

Parent/Guardian Signature _____

Date _____

Please make checks payable to:
"Town of Queen Creek"

Drop off at or Mail to:
Queen Creek Parks and Recreation
22350 S. Ellsworth Road
Queen Creek, AZ 85242

Registration is accepted by mail-in or drop off only. Faxed registration forms are NOT accepted. The Town of Queen Creek Parks and Recreation Department is not responsible for postal delays.

FOR OFFICE USE ONLY

Date received _____ Check # _____ Rec. # _____

Cash _____ Credit Card _____ Amount Paid _____

Refund/Credit _____ Date issued _____

Staff _____ Residency Verified