

REGISTRATION INFORMATION

for Montgomery Parks AND Montgomery County Recreation



3 WAYS TO REGISTER

1. ONLINE- Credit Card payment only
Register 24 hours a day, seven days a week for all activities at www.ActiveMONTGOMERY.org.

2. BY MAIL- Check payment only
Fill out and sign the registration form and mail it to: ActiveMONTGOMERY • 4010 Randolph Rd.
• Silver Spring, MD 20902

3. IN PERSON*- Cash, check and credit card
Stop by Montgomery County Recreation Administrative Office
4010 Randolph Road, Silver Spring, MD 20902 (M-F, 9:30 a.m.-4 p.m.) or visit Montgomery Parks locations offering activities that require registration. See the Parks "Facility Directory" for these locations.
***Due to COVID-19 restrictions, please visit our websites for the most up-to-date information before heading out.**

PAYMENT INFORMATION

- Full payment must be made at time of registration. Do not submit registrations and/or payments to Parks or Recreation instructors.
- For Montgomery County Recreation activities, non-county residents and City of Gaithersburg and City of Rockville residents must pay an additional \$15 per activity per participant. This fee does not apply to Montgomery Parks activities.
- **CHECKS & MONEY ORDERS**
 - Make checks and money orders payable to ActiveMONTGOMERY.
 - Checks and money orders must include name, address, and phone number.
 - If your check is returned unpaid, your account will be debited for the original check amount, and electronically or via paper and a returned check fee of \$35.
 - Please allow 2 weeks to receive a refund by check.
- **CREDIT CARDS:** Visa, Mastercard, American Express and Discover are accepted.
- Montgomery Parks and Montgomery County Recreation reserve the right to pursue all available options to collect any funds owed as a result of a dishonored check or credit card, charges incurred due to unsubstantiated credit card disputes, or any outstanding debt.

CREATE YOUR NEW Account TODAY!

Your ActiveMONTGOMERY account will replace both your ParkPASS (Parks) and RecWeb (Recreation) accounts. Use ActiveMONTGOMERY.org to register for activities (courses, camps, etc.); to reserve community centers, park activity buildings, and other facilities.; and to purchase memberships offered by Montgomery Parks and Montgomery County Recreation. Visit the website for more information.

WITHDRAWALS & REFUNDS

Withdrawal Time Frame	Withdrawal Reason & Method	Refund Amount	Refund Form
Any	Activity Canceled by Parks or Recreation	Full or Pro-rated Refund	Refund may be applied to customer's ActiveMONTGOMERY account; or returned in same form as payment rendered.
At least 5 (five) business days before activity begins	Any reason, ONLINE	Full Refund	<p>If payment was made by credit card...Refund will be applied to credit card.</p> <p>If payment was made by check, cash, or money order...Refund will be applied to customer's ActiveMONTGOMERY account.</p>
	Any reason, IN PERSON	Full Refund	<p>Activity fee is \$25 or less... Refund will be applied to customer's ActiveMONTGOMERY account.</p> <p>Activity fee is \$26 or more...Refund may be applied to customer's ActiveMONTGOMERY account, or refund may be requested.</p>
Less than 5 (five) business days before activity begins	Any reason, IN PERSON For Parks: At the hosting facility For Recreation: At Recreation HDQ <i>No withdrawals may be made ONLINE less than five days before activity begins.</i>	Refund Less \$25 Withdrawal Fee	<p>Activity fee is \$49 or less: Refund will be applied to customer's ActiveMONTGOMERY account.</p> <p>Activity fee is \$50 or more: Refund may be applied to customer's ActiveMONTGOMERY account, or customer may request a refund.</p>
For classes/sessions missed by participant	No refund of any type will be issued		
After second session/class of activity has met			
After the final session of activity has met			

QUESTIONS?
Call 240-777-6840 (8:30am-4:30pm) or 301-495-2580 (10am-4pm) or email Info@ActiveMONTGOMERY.org

The withdrawal and refund policies above pertain to all Parks and Recreation activities and rentals, unless otherwise noted in the activity description or facility rental agreement.



Use this form to register for BOTH Montgomery Parks AND Montgomery County Recreation activities.*
Use este formulario para activides de LOS DOS Montgomery Parks Y Montgomery County Recreation.*

*** Required Info | Info Requerida** **REGISTRATION FORM | FORMULARIO DE INSCRIPCIÓN**

Check here if this is a new address, phone number or email address. Please print. This form may be copied. Marque aquí si esta es una dirección nueva, teléfono o dirección de correo electrónico. Por favor imprima. Este formulario puede ser reproducido.

PARENT/GUARDIAN PADRE/GUARDIÁN					
Last Name Apellido *		First Name Nombre *		Birthday Fecha de nacimiento (mm/dd/yy) *	Email
Address Dirección *			City Ciudad *		State Estado *
Home Phone Teléfono de Casa *			Work Phone Teléfono de Trabajo		Cell Phone Celular
ZIP Código Postal *					

EMERGENCY CONTACT EMERGENCIA CONTACTO		
Name Nombre	Relationship Relación	Phone Telf.

Participant's Name (Last, First) Apellido y Nombre del Participante	Birthday (mm/dd/yy) Fecha de Nacimiento (mm/dd/yy)	Sex Sexo	Activity Name Nombre de la Actividad	Activity Number Número	Fees * Costo *

*Non-County residents include an additional \$15 per participant, per activity for Montgomery County Recreation Department activities (not applicable for Parks activities)
 *Incluya \$15 por participante, por actividades de Montgomery County Recreation si vive fuera del Condado (no aplica por actividades de Parques)

Total Program Fees: Cantidad Total:

To which ethnicity do you identify most? <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Hispanic or Latino or Spanish Origin of Any Race <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Two or More Races <input type="checkbox"/> Other _____ <input type="checkbox"/> Prefer not to answer	PAYMENT OPTIONS* Total Program Fees \$ _____ CASH \$ _____ Non-Resident/Other Fees \$ _____ Check # _____ \$ _____ Total Fees Due \$ _____ - Make checks and money orders payable to: ActiveMONTGOMERY. Mail checks to: 4010 Randolph Road, Silver Spring, MD 20902	* Required Info Información requerida
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Will you need an ADA (Americans with Disabilities Act) disability accommodation (trained support staff, sign language interpreters, companion, Braille/large print, adaptive equipment, assistive listening/auxiliary devices, and/or audio description?)

Yes No

If YES, please see below: ADA Requests for Montgomery Parks To request an accommodation for M-NCPPC, Montgomery Parks programs you must contact the Program Access Office at 301-495-2477 or email ProgramAccess@montgomeryparks.org.	ADA Requests for Montgomery County Recreation To request an accommodation for Montgomery County Recreation, you must contact the Therapeutic Recreation and Inclusion Services Office at 240-777-6870 or email rec.mainstream@montgomerycountymd.gov.
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IMPORTANT: Request should be made before the program begins.

SIGNATURE IS REQUIRED* | *SE REQUIERE LA FIRMA
Participant or Parent/Guardian Signature | Participante o Padre/Guardián Firma _____ **Date | Fecha** _____

The participant assumes all risks associated with participation in the program; neither the County nor Montgomery Parks/M-NCPPC assumes any liability for injury or damages arising from participation in the program. Due to the strenuous nature of some activities, each participant is encouraged to consult his or her physician concerning fitness to participate in the program. The participant consents to emergency treatment. The participant also consents to the County and Montgomery Parks/M-NCPPC's use of the participant's image and likeness as shown in any photographs, videotapes, motion picture film, or electronic images, and any audio recordings made of the participant's voice in whatever way the County and Montgomery Parks/M-NCPPC desires, including television, print and Internet websites. Furthermore, the participant consents that such photographs, films, recordings, electronic images shall be the sole property of the County and Montgomery Parks/M-NCPPC. If the participant is a minor, the parent of guardian approves his or her participation in the program. Neither the instructor nor any staff are responsible for children prior to or after scheduled program.

El participante asume todos los riesgos asociados con la participación en el programa; ninguno ni el Condado ni Montgomery Parks/M-NCPPC asume cualquier responsabilidad de lesiones daños debido a su participación en el programa. Debido a la naturaleza persistente de algunas actividades se alienta a consultar con un médico, se alienta a que cada participante consulte con su doctor sobre su capacidad física de participar en el programa. El participante consiente el tratamiento de emergencia. El participante también consiente que el Condado y Montgomery Parks/M-NCPPC's utilice las imágenes del participante y la posibilidad de mostrar fotografías videos, películas o imágenes electrónicas, y cualquier grabación de audio que se haga de la voz del participante en cualquier forma que el Condado y Montgomery Parks/M-NCPPC desee, incluyendo televisión, impresos, páginas del internet. Además, el participante consiente que las fotos, películas, grabaciones, imágenes electrónicas serán propiedad única del Condado.