

City of Woodstock RESIDENT Registration begins  
**MONDAY, JANUARY 4, 2016 AT 9:00 AM.**

NON-RESIDENT Registration begins  
**MONDAY, JANUARY 11, 2016 AT 9:00 AM.**

## TAKE A CLOSER LOOK

- Phone registrations will not be accepted.
- Don't wait until the last minute! Register right away. In order to provide well organized programs for our participants all registration must be received one week prior to the start of class.
- Late registration will be accepted if there is space and the fee will increase \$5 per registration.
- Registration confirmation will **NOT** be mailed, but can be emailed if a legible email address is provided on the registration form.
- Waitlist participants will be called if/when openings become available or new classes are formed. There is no charge to be included on a waitlist.



## RESIDENCY

The Recreation Department is funded by City of Woodstock taxpayers. This subsidy is supported from the general corporate (real estate) tax and is the basis for our Resident/Non-Resident fee structure. The

distinction is based on your place of RESIDENCE and whether or not it is within corporate city limits. If you are unsure whether you live within the corporate city limits, call us and we will let you know. The City of Woodstock reserves the right to ask for verification of residence.

Woodstock Recreation Department is a department of the City of Woodstock and is not a park district (separate taxing body).



**FIND US ON FACEBOOK**  
SEE LAST-MINUTE PROGRAM UPDATES.  
SEARCH FOR  
**WOODSTOCK RECREATION DEPARTMENT**  
**WOODSTOCK WATER WORKS**

[www.woodstockrecreationdepartment.com](http://www.woodstockrecreationdepartment.com)

### RECREATION INFO AT YOUR FINGERTIPS

Recreation Department information is available 24 hours a day on the Woodstock Recreation Department website.



## WOODSTOCK RECREATION CENTER

WOODSTOCK'S MOST COMPLETE FITNESS CENTER

### NEW THIS YEAR!!

Three drawings a month for all members and punch-card holders who work out at least 12 times a month!!

### — WIN —

One Month Membership Dues, Recreation Center T-shirts, fitness accessories, restaurant certificates, and other fun prizes.

Be sure to use your membership card and swipe in every time you visit to ensure eligibility. We'll have a random drawing the first of each month. Winners will be contacted and their names posted.

REGISTRATION INFORMATION  
THREE WAYS TO REGISTER

Online • Walk-In • Mail-In

820 Lake Avenue, Woodstock  
815.338.4363[www.woodstockrecreationdepartment.com](http://www.woodstockrecreationdepartment.com)City of Woodstock Resident Registration begins  
Monday, January 4, 2016 at 9:00 am.

Non-Resident Registration begins Monday, January 11, 2016 at 9:00 am.

**ONLINE**Visit our website at [www.woodstockrecreationdepartment.com](http://www.woodstockrecreationdepartment.com)  
and click on Online Program Registration.**RETURNING CUSTOMERS**

If you have registered for a program or purchased a pool pass in previous years, please call the Recreation Department for your User Name and Password to eliminate duplicate information and registration delays.

**NEW CUSTOMERS**

When adding your household to our database please remember that a household is defined as parent(s) and dependent children (under 18) living at the same address. Maximum of two adults is allowed in a household. Be sure to enter the address where you reside. Residency information is on page 11. If you have questions regarding this please contact our office at 815.338.4363.

Please add all members of your family when initially setting up your household. To add members at a later date you will be required to visit our office.

**WALK-IN****WALK-IN WOODSTOCK RESIDENT**Registration will be accepted beginning **Monday, January 4, 2016 at 9:00 am.****WALK-IN NON-RESIDENT REGISTRATION**will be accepted beginning **Monday, January 11, 2016 at 9:00 am.**

Come into the **Woodstock Recreation Center, 820 Lake Avenue**, during office hours and staff will assist with the registration process. Please bring a completed registration form and payment (cash, check, Visa/Mastercard/Discover).

After hours, a night drop is located to the right of the front door at the Woodstock Recreation Center.

**MAIL-IN**

To register for programs by mail, complete the registration form on page 13, include payment, payable to the "City of Woodstock." If registration is received before the dates that apply, it will be held until the proper registration date.



City of Woodstock Recreation Center  
820 Lake Avenue  
Woodstock, IL 60098

# Woodstock Recreation Department PROGRAM REGISTRATION FORM

Please see reverse for important information on registration, insurance liability, photo & email policies and refunds.

Adult Registrant or Parent/Guardian \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Cell Phone Mom \_\_\_\_\_ Cell Phone Dad \_\_\_\_\_  
 Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**Text Policy** - We will utilize text message for last minute program changes or weather updates on specific classes you are registered for. To be included in the texts, please list your cell phone carrier: \_\_\_\_\_

Email (PLEASE PRINT CLEARLY!) \_\_\_\_\_  
**Please be sure we have your most current and active email address.**

**EMAIL POLICY**—At the Woodstock Recreation Department we are committed to protecting your privacy. We use the email addresses we collect to process your receipts and to keep you up to date with news and special offers. We do not sell or rent individual customer names or other personal information to third parties.

**PLEASE WRITE ONLY ONE NAME PER LINE.**

Program # and Session	PROGRAM NAME	FEE	REGISTRANT'S FIRST NAME	REGISTRANT'S LAST NAME	SEX M/F	BIRTHDATE	GRADE

**Total Fees** \_\_\_\_\_ **Method of Payment:** Cash \_\_\_\_\_ Check # \_\_\_\_\_ Credit Card \_\_\_\_\_

**Special Requirements/Comments:** \_\_\_\_\_

I have carefully read the text and email policy above and the insurance liability waiver on the back of this form and understand the signature is required below of participant or parent/guardian if under 18.

Signature \_\_\_\_\_ Date \_\_\_\_\_



City of

# WOODSTOCK

## RECREATION DEPARTMENT

### INSURANCE LIABILITY WAIVER

**INSURANCE LIABILITY WAIVER**—Please read this form carefully and be aware that in registering yourself or your minor child/ward for participation in City of Woodstock-Recreation program(s), you will be waiving and releasing all claims for injuries you or your child/ward might sustain arising out of the activities of this program. Your signature is required on the other side of this form.

“I recognize and acknowledge that there are certain risks of physical injury to participants in programs and I agree to assume the full risk of any such injuries, damages or loss regardless of severity which I or my child/ward may sustain as a result of participating in any activities connected or associated with any such program.

“I agree to waive and relinquish all claims I or my child/ward may have as a result of participating in the program against the City of Woodstock and its officers, agents, servants and employees.

“I do hereby fully release and discharge the City of Woodstock and its officers, agents, servants, and employees from any and all claims resulting from injuries, damages, and losses sustained by me or by my child/ward, and arising out of, connected with, or in any way associated with the activities of any of the program(s).

“I have read and fully understand the above release and waiver form.”

**PHOTO POLICY**—Participants or their parents (if participant is under 18) permit the taking of photos, audio & videotapes during Recreation Department activities for publication and use as the Recreation Department deems necessary.

**AFTER YOU HAVE REGISTERED**—Please remember that registration is just the first step toward participating in the programs, and it does not guarantee you a space in the class. Registration confirmation will not be mailed, but can be emailed if email address is provided. However, if you do not

hear from us after the registration date has passed, you can contact us at 815.338.4363 to verify your registration. We will contact you if we have difficulty in processing your registration, for reasons such as; the program is full; you have not enclosed the proper amount of payment; we cannot confirm that you live at the address you wrote down; etc.

**REFUNDS**—We make every effort to expand class size or add classes to accommodate demand for our programs. If we do not have room in our program for you, we will notify you and issue a full refund. All refunds, when requested by the participant prior to the start of the program will be assessed a \$5.00 processing fee to help offset costs. There are no refunds once a program has begun, two weeks prior to a bus trip, or for season pool passes.

**CHILD CARE**—We understand that it is sometimes difficult to arrange for child care during our programs. Unfortunately, we are not able to accommodate children at any of our adult programs. Siblings and other individuals who are not registered for a program may not attend.

**EMAIL POLICY**—At the Woodstock Recreation Department we are committed to protecting your privacy. We use the email addresses we collect to process your receipts and to keep you up to date with news and special offers. We do not sell or rent individual customer names or other personal information to third parties. We are not responsible for confirmation emails that do not reach your email account.