


Five Ways to Register

-  **RecWeb** Online registration at <http://recweb.montgomerycountymd.gov>.
-  **STARline** members may register by using our telephone automated registration system. To become a STARline member, complete the application on page 69. STARline registration number is 240-777-8277.
-  **Fax 240-777-6818**
Faxed registrations must be paid by VISA or MasterCard. Due to high volume, we are unable to confirm receipt of faxes. To avoid duplication, do not mail your original form.
-  **Mail or drop off**
-  **Full Service in person**
Montgomery County Recreation Department
Attention: Registrar
4010 Randolph Road
Silver Spring, MD 20902-1099
Phone: 240-777-6840
Monday-Friday, 8:30am-5:00pm
Registration is also available at all Regional Service Centers

Payment Information

- Full payment must be made at time of registration. Do not submit registrations and/or payments to the instructor at the program. (See *Five Ways to Register*, above.)
- Non-county residents must pay an additional \$10.00 per participant per activity.
- Make checks and money orders payable to MCRD. Checks and money orders must include name, address, home and work telephone numbers, driver's license number, and participant's full name. VISA or MasterCard payments are accepted. Registration form must include correct credit card number, expiration date, authorized signature, and authorized amount.
- Financial assistance is available to county residents who are recipients of assistance from other Montgomery County agencies. Eligibility is based on proof of that assistance. A financial assistance application form may be picked up at any recreation office, community center, or swim center. You may also obtain an application by calling 240-777-6840; or through the internet: montgomerycountymd.gov/rec.
- The Department of Recreation reserves the right to pursue all available options to collect any funds owed as the result of a dishonored check or credit card, charges incurred due to unsubstantiated credit card disputes, or any outstanding debt.
If your check is returned unpaid, your account will be debited electronically for the original check amount and electronically or via paper for the state's maximum allowable service fee. Payment by check constitutes authorization of these transactions. You may revoke your authorization by calling 800-666-5222 ext. 2 to arrange payment due for any outstanding checks and service fees due.

Montgomery County
RECREATION DEPARTMENT **Registration Form**

Check here if new address/phone/email. **Please print.** This form may be duplicated.

PAYER'S: Last Name _____ First Name _____ Email _____
Address _____ City _____ State _____ Zip _____
Home Phone () _____ Work Phone () _____ Cell Phone () _____

PARTICIPANT'S: Address _____ City _____ State _____ Zip _____
(if under 18 years) Mother's Name _____ Email _____
Home Phone () _____ Work Phone () _____ Cell Phone () _____
Father's Name _____ Email _____
Home Phone () _____ Work Phone () _____ Cell Phone () _____

Participant's Name (last, first)	Birthdate mm/dd/yy	Sex m/f	School Attending	Grade	Activity Name	Course Number	Location	Start Date	Start Time	Fees*

*If you are a non-resident, include an additional \$10.00 per participant in the fee for each activity.

Check or Money Order payable to MCRD, Attn: Registrar, 4010 Randolph Road, Silver Spring, MD 20902. Total Amount Due: \$

Master Card Visa Card No. _____ Expiration Date _____

CARDHOLDER: Name (print) _____ Signature _____ Date _____

If paying by credit card, you may **fax** your registration form to **240-777-6818**. If you need help completing this form, please call 240-777-6840.

The participant assumes all risks associated with participation in the program; the County assumes no liability for injury or damages arising from participation in the program. Due to the strenuous nature of some activities, the County encourages each participant 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's use of any photographs taken or video tapes made of the program. If the participant is a minor, the parent or guardian approves his or her participation in the program. Neither the instructor nor any of the staff are responsible for children prior to or after the scheduled program.

Participant or Parent/Guardian Signature _____ Date _____