

Registration Date: 2011 SUMMER PROGRAMS

Beginning at 8 AM on April 4: Encinitas Resident/Non-Resident

RESIDENT / NON-RESIDENT PRICING

Different rates apply to Encinitas residents and non-residents. Resident rate indicated with an (R) next to the cost. Non-resident rate indicated with an (NR) next to the cost.

HOW TO REGISTER

1. RecReg Online Registration (www.EncinitasRecReg.com)

Icon next to class title in this brochure indicates Internet registration is available. You will need a **Client #** and **Account PIN #** and a valid **Visa** or **MasterCard**. If you don't already have an account, follow the simple online tutorial to create your own account and start using RecReg. (See inside back cover for more details.)

2. Walk-In:

Come by and register in person. We prefer payment by **VISA** or **MasterCard**, or by **check or money order**, payable to the **City of Encinitas**. The Parks and Recreation office at City Hall is open Monday through Friday, 7:00 AM – 6:00 PM and is closed on alternating Fridays. The Encinitas Community and Senior Center is open for registration Monday through Friday, from 8:00 AM – 6:00 PM.

3. Mail-In:

Mail your completed and signed **Activity Registration Form** along with a **check or money order** payable to the **City of Encinitas**.

For classes held at the Encinitas Community and Senior Center, mail to:

Encinitas Community and Senior Center, 1140 Oakcrest Park Drive, Encinitas, CA 92024.

For other programs and activities, mail to:

City of Encinitas Parks and Recreation Department, 505 S. Vulcan Avenue, Encinitas, CA 92024.

GENERAL INFORMATION

1. Make all checks payable to **City of Encinitas**.
2. Payment in full required at time of registration.
3. Programs may have limited enrollment. You may be put on a wait list if program is full.
4. All classes subject to time/date change.
5. \$2.50 non-refundable registration processing fee is included in each course registration fee. \$1 fee for Senior Center programs.

REFUNDS/CANCELLATION POLICY

- A full refund of course fees (excludes processing fees) will be issued for any program cancelled by the City. Activities are subject to change.
- If you cancel at least five (5) working days before the activity starts, you will receive a refund of course fees (excludes processing fees). There is a \$20 processing fee for cancellations in Day Camp, Youth Sports Camps/Clinics/Leagues and Jr. Lifeguard programs (per child, per session). **No refunds after start date in all programs.**
- Transfers are permitted within same activity (Day Camp week to another Day Camp week), if requested at least five (5) working days before activity starts. There is a \$20 processing fee for transfers.
- Refunds are not issued for inclement weather.
- Refunds take 2-3 weeks to process.
- Credits are not issued for future programs.