



# registration information

Summer registration begins online and in person, April 16 at 10 am unless otherwise noted.

## Online Registration

Visit [www.cityofpalmdale.org/playpalmdale](http://www.cityofpalmdale.org/playpalmdale) and click on the registration link. Activities available for online registration are identified by a 'mouse' icon.

- **New customers** and those who have not registered within the past five years must visit the parks and recreation office to open an account. Proof of address (Calif. I.D. or utility bill) is required to verify Palmdale residency. An e-mail address must be provided to register online.
- **Returning customers who have not provided an e-mail address** must call parks and recreation to obtain a Family ID and Account PIN.
- **Returning customers who have provided an e-mail address** may obtain a Family ID and Account PIN by visiting [www.cityofpalmdale.org/playpalmdale](http://www.cityofpalmdale.org/playpalmdale). Answers to frequently asked questions are available on the Web site.

## Registration information

Some classes require on site registration. In most cases, students must be enrolled with payment prior to participation. Register online, at the parks and recreation office or Palmdale Oasis Park Center (POPC). You may register during operating hours in person, by fax or phone. Programs are filled on a first-come, first-served basis. Information is subject to change.

## Resident/non-resident information

Resident and non-resident fees are in place to benefit Palmdale residents. Those living outside Palmdale city limits pay an extra fee for some registrations.

## Sibling discount

A discount rate is offered for select programs to register two or more children in your immediate family into the **same program**. Discount is not available online.

## Proof of age requirement

Tiny Tots and Youth Sports programs require child's proof of age (birth certificate required for Tiny Tots) at time of registration.

## Payment options

Payment may be made by cash, check, Visa or MasterCard. Adult sports programs require payment by company check, cashier's check, money order or cash (personal checks accepted from team managers only). **Please make checks payable to City of Palmdale.** The City charges a \$25 fee for returned checks.

## Withdrawal/refund policy

Full refunds/credits are available for courses cancelled by the City or instructor. Patron-requested cancellations must be received three days before the second meeting for full refund/credit. No refund/credit will be issued after this time.

For cash or check transaction refunds, please allow four to six weeks to process. **Aquatics program** cancellations must be made seven days prior to the first meeting. Late requests will be processed as an account credit for 50% of the fee. Withdrawals/refunds are not available once the program begins.

## Waiver

A signed Release, Waiver, and Assumption of Risk is required for all program participants.

## Notice

- Registration or participation in City of Palmdale programs and events constitutes authorization to use program/participant photographs for City marketing purposes.
- The City of Palmdale reserves the right to prohibit any individual from participating.

## Aqua Pass/Fitness Pass/Teen Pass

Those using select aquatic programs must present a pre-paid reloadable Aqua Pass. Those using the Oasis Walkers program must present a pre-paid reloadable Fitness Pass. Those using the POPC open gym program must present a pre-paid reloadable Teen Pass. Passes can be obtained at the parks and recreation office and POPC.

