

REGISTRATION INFORMATION

CITY OF MENDOTA HEIGHTS PARKS AND RECREATION

Registration for programs may be made in person or by mail at the Mendota Heights City Hall, 1101 Victoria Curve, 55118.
 All registrations must be accompanied by program fee (**checks made payable to the City of Mendota Heights**).

Deadlines

Most activities have limited enrollment and registration deadlines, so please register as soon as possible. Registrations will **NOT** be taken over the phone

Non-resident Fee

Non-residents are welcomed to participate in our programs, however residents will receive priority registration. Non-residents or non-District 197 students must include a \$5.00 non-resident fee when enrolling.

Refund Policy

A \$10.00 service fee will be charged for cancellations. Refunds will only be given for registrations cancelled five business days prior to the start of an activity.

Confirmation

There will be no further confirmation after registration. It is your responsibility to be present on the date and time your program begins. You will receive notification if a program is filled, cancelled or changed.

Participants With Disabilities

Participants with disabilities who are in need of any special assistance or auxiliary aids should notify the Parks and Recreation Department at the time of registration to ensure that any need can be met to fully participate and enjoy a program or service.

REGISTRATION FORM – PLEASE PRINT

Mendota Heights Parks and Recreation
 1101 Victoria Curve
 Mendota Heights MN 55118 Phone: 651-452-1850

Office Use Only:
 Date Received: _____ Receipt# _____
 Check #: _____ Amount: _____ By: _____

Parent/Guardian Name: _____
Home Phone: () _____ - _____ **Work Phone:** () _____ - _____
Address: _____ **City:** _____ **Zip Code:** _____
E-mail address: _____
 If participant is a youth: School _____ Birthdate: _____
Please check box for \$5.00 Non – Resident Fee

Participant Name Gender Age Activity Name Start Date Time FEE

(Circle)

1. _____	M F	1. _____	_/_/_	1. _____	\$ _____
2. _____	M F	2. _____	_/_/_	2. _____	\$ _____
3. _____	M F	3. _____	_/_/_	3. _____	\$ _____

Accident Liability

You may register in person or by mail (unless noted) for all activities at: Mendota Heights City Hall, Parks and Rec, 1101 Victoria Curve, Mendota Heights, MN 55118.(Make checks payable to City of Mendota Heights). By signing below you agree that the City of Mendota Heights shall not be liable for any claims, demands, injuries, damages, actions or causes of action whatsoever to you or your property due to the passive or active negligence of the City of Mendota Heights, its agents or employees. I have read and understand this agreement by signing below. We reserve the right to cancel any program due to insufficient enrollment with a complete refund. No refunds after start of activity. A \$10.00 service fee will be charged for cancellations made prior to the start of a program.

PHOTO/MEDIA LIABILITY RELEASE - by signing below you grant the City of Mendota Heights unconditional right to use name, voice and photo likeness of child in connection with city's use in video, articles or press releases. **If you do not want your child's likeness used please inform recreation department at 651-452-1850 and note it on registration below. **I understand** that my signature is required before my or my child's participation in this program is allowed.

Signature of Parent/Guardian _____ **Date** _____