

This registration form may be used to register for all classes listed in the Leisure Times. Multiple registrations may be included on one form for members of the same family. Unsigned forms will be returned and not processed.



MAIN CONTACT

Check here if new address/phone since last time registered.

Last Name _____ First Name _____ M F

Address _____ Apt. # _____

City/State/Zip _____

Home Phone _____ Work Phone _____ City Resident Nonresident

Cell Phone _____ E-mail _____

PARTICIPANTS

Name (Last, First)	Sex M/F	Birthdate M/D/Y	Age	Activity/Class Name	Activity #	Start Date	Day	Time	Res. Fee	Non Res. Fee	Total
<i>Example: Shannon Connor</i>	<i>F</i>	<i>02/14/02</i>	<i>13</i>	<i>Basketball</i>	<i>12345</i>	<i>04/08</i>	<i>Thu.</i>	<i>5 p.m.</i>	<i>\$00.00</i>	<i>\$00.00</i>	<i>\$00.00</i>
TOTAL \$											

The City of Gaithersburg is committed to making reasonable accommodations as required by the Americans with Disabilities Act. Requests must be made two weeks prior to the start of the program. Please call 301-258-6350 to indicate what accommodations are needed.

I hereby grant permission for me/my child to attend the activity sponsored by the City of Gaithersburg. I understand that I am responsible for me/my child's insurance in case of injury. Furthermore, I understand that although safety precautions will be observed, the City of Gaithersburg, employees and agents will not be responsible for any personal property lost by me/my child or for any injury sustained in the program. I also consent to the City's use of any photographs and/or video tapes made of the program.

Print Participant or Parent/Guardian Name

Signature of Participant or Parent/Guardian

<p>PAYMENT: Amount Paid \$ _____ Cash <input type="checkbox"/> Check # _____ Visa/MC/DISC/AMEX# _____ Print Name _____ Exp.Date ___/___ Signature (name on card) _____</p>	<p>OFFICE USE ONLY: Rec'd: _____ Initials _____ W M F Resident: Y N Pr: _____ Date _____</p>
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WAYS TO REGISTER

1. INTERNET: <https://online.activenetwork.com/gaithersburg>

Use the **RecXpress System** to register online the first day of registration. RecXpress may not be used to register once classes have started.

PREPARE AHEAD FOR ONLINE REGISTRATION

Go to www.gaithersburgmd.gov/recxpress to create an account. Click on Create New and complete the information. Your login ID will be sent to your email address within 1-2 business days.

ALREADY A MEMBER BUT FORGOT YOUR LOGIN AND PASSWORD?

Go to www.gaithersburgmd.gov/recxpress and click on Login tab, click the Forgot My Password/Login ID and enter your email address and the information will be forwarded to you.

NOTE: The numbers of participants registered and spaces open that are listed online DO NOT always reflect accurate counts. This is due to some classes being co-sponsored with other agencies.

2. FAX: 301-948-8364

Fax completed registration form with Visa, Discover, Mastercard or American Express information. Available 24 hrs. a day!

3. MAIL: Mail completed registration form and appropriate fee (include check or credit card information) to:

City of Gaithersburg
 506 S. Frederick Ave.
 Gaithersburg, MD 20877
 ATTN: Class Registration

4. WALK-IN: Register in person at the Parks, Recreation & Culture office at the Activity Center at Bohrer Park, 506 S. Frederick Ave.

Monday-Friday 6 a.m. – 9 p.m.
 Saturday 8 a.m. – 9 p.m.
 Sunday 8 a.m. – 4 p.m.

Payment by cash, check or credit card is accepted for walk-in registrations.

REGISTRATION FORM