HOW TO REGISTER

Registration is accepted on a first-come, first-received basis.
Please enroll early to avoid class cancellations.

ONLINE REGISTRATION

Online registration is easy, convenient, provides immediate enrollment confirmation, and does not cost more money to register. Visit **www.cityoforange.org/orangerec**.

Payments may be made with MasterCard or Visa credit cards only. Your credit card statement will show payment to the City of Orange. The refund policy also applies to online registrants.

MAIL

Completed form and payment in full to:

City of Orange, Community Services Department
Re: Class Registration
230 E. Chapman Ave., Orange, CA 92866

FAX

Registration with credit card payment to (714) 744-7252.

WALK-IN/24-HOUR DROP BOX

Bring registration form/payment to the Community Services Dept. located at 230 E. Chapman Ave., Orange 92866. The 24-hr drop box is located to the left of the main doors of the building. Office hours are Monday-Thursday & every other Friday from 7:30 a.m.-5:30 p.m.

POLICIES

1. **Pre-registration is required.** No registration or payment will be accepted at class.
2. Classes and fees are subject to change or cancellation without notice.
3. You will NOT receive confirmation if accepted into a class. However, you will be contacted if there is a problem processing your request or if a class is full.
4. Call (714) 744-7274 with general class or activity questions.

Payment

1. Check or money order: Enclose check or money order payable to the City of Orange.
2. Credit card: (Visa® and MasterCard® only). Please complete all payment information on the Registration Form.

Refunds

1. Only refunds for the current quarter will be given.
2. One-day classes are non-refundable.
3. All refund requests must be made in writing prior to the second class meeting. Mail written refund requests to the Community Services Department or e-mail **contractclasses@cityoforange.org**.
4. A $10 processing fee is charged on all refunds.
5. If a class is cancelled by the department, the class fee will automatically be refunded and returned to the customer.
6. Refunds take approximately 6–8 weeks to process.

CITY OF ORANGE COMMUNITY SERVICES DEPARTMENT CLASS REGISTRATION FORM

Please read policies above. Registration forms must be filled in completely; incomplete forms will not be processed.

Activity No.	Activity/Class	Day	Time	Start Date	Name of Participant	Gender	Birthdate	Fee
							Total $	

CITY OF ORANGE - COMMUNITY SERVICES DEPARTMENT – LIABILITY RELEASE

Consent to Photograph
I, the participant/parent/guardian, hereby give consent to the City, its employees, contractors, and agents to take and use photographs and video footage of me/my child without restriction, and use of such photographs and videos for advertising and public relations purposes. I hereby release and discharge the City, its employees, contractors, and agents from all claims and demands arising out of or in connection with the use of the photographs and/or video footage, including any claims for libel. I understand and acknowledge that me/my child will not receive compensation for such use.

Consent to Treatment for Emergency Medical and Dental and Insurance Disclaimer
I, the participant/parent/guardian, hereby authorize the City, its employees, contractors, and agents to obtain all emergency medical or dental care as is deemed necessary for my child. This care may be given under whatever conditions are necessary to preserve the life, limb, or well-being of my child. This authorization is given pursuant to California Family Code Section 6910. I understand and agree that I will be responsible for the payment of all resulting medical and dental expenses.

Virtual/Online Programs Disclaimer
I, the participant/parent/guardian, understand the use of the City of Orange Sunny Days Recreation Center is voluntary. The City does not endorse, collect payments on behalf of, or receive funds to advertise any third-party sites or services listed or referenced on this site. Use of the City's Sunny Days Virtual Recreation Center and participation in any of the offerings will constitute acknowledgment of the participant's assumption of risk and/or loss and their agreement to hold the City harmless from claims for damages of any kind.

Assumption of Risk
I, the participant/parent/guardian, understand and acknowledge that participation in the City programs and activities may involve the risk of serious injury which may result not only from my/child's actions, but also from: the actions, inaction, or negligence of others; the condition of the facilities, equipment, or areas where the program is being conducted; or the nature of the program itself. I understand and acknowledge that participation in the program or activity with knowledge of the danger involved is voluntary, and I agree to accept and assume any and all risks of personal injury, wrongful death, property damage or other loss from participation in the programs and activities. By participating in this event or activity, you acknowledge that the inherent risk of exposure to COVID-19 exists, you voluntarily assume all risks related to such exposure and you agree not to hold the City of Orange, its officials, employees, agents, and volunteers liable for any illness or injury.

Release of Liability, Hold Harmless, and Indemnity
I, the participant/parent/guardian, agree to release, hold harmless, indemnify and defend the City, its officers, employees, contractors, and agents, from any and all liabilities, losses, damages, claims, costs, demands, or causes of action arising out of or related to my/child's participation in the program or activity, whether caused by action, inaction, or active or passive negligence, whether caused by the City, me/my child, or any other individual or entity. I agree to abide by the Community Services Department's Patron Code of Conduct.
I, the participant/parent/guardian, have carefully read the consents, disclaimer, assumption of risk, acknowledgment, release of liability, hold harmless and indemnity provisions in this agreement and understand its contents. I understand and agree that the foregoing consents, assumption of risk, acknowledgment, release of liability, hold harmless and indemnity provisions in this agreement are intended to be as broad and inclusive as is permitted by the laws of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall continue in full legal force and effect. I am aware that this document relieves the City and others from full liability for personal injury, wrongful death and property damage and, on behalf of myself, my child, and all successors in interest, sign it voluntarily and agree to its terms.

PAYMENT: ☐ VISA ☐ MasterCard

"V" Code (three numbers on the back of credit card)

NAME AS IT APPEARS ON CARD

EXPIRATION DATE

SIGNATURE

"V" CODE

Credit card billing address (if different from mailing address):

Registration will not be processed unless the waiver is signed.

SIGNATURE REQUIRED

DATE

PARTICIPANT/PARENT/GUARDIAN NAME

E–MAIL

ADDRESS

CITY

ZIP

PHONE # (USED IN EVENT OF CLASS CHANGES)