

- San Ramon Resident
- Non-Resident
- GO Card Member
- GO Card Encore

# Activity Registration Form

Please Submit Registration To Either: **Community Center at Central Park - 12501 Alcosta Blvd San Ramon, CA 94583 Fax: 925-830-5162 Tel: 925-973-3200**  
**Dougherty Station Community Center - 17011 Bollinger Canyon Rd San Ramon, CA 94582 Fax: 925-803-0972 Tel: 925-973-3350**


**PLEASE PRINT & COMPLETE EACH LINE**

**Main Contact Name - Parent/Legal Adult Name**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_

Complete this section if you have **NOT** enrolled in an activity or changed your address since Fall 2008.

Street Address: \_\_\_\_\_ City: \_\_\_\_\_  
 Zip: \_\_\_\_\_ Business Phone:(\_\_\_\_) \_\_\_\_\_ Emerg. Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_  
 E-mail: \_\_\_\_\_ @ \_\_\_\_\_ **Registration form limited to family members only!**

  To assure our programs benefit all who attend, please check here if any participant has special needs **(including life-threatening allergies)** requiring special accommodations.

**Activity Registration:** This registration is for (circle one): **Winter Spring Summer Fall**

PARTICIPANT - first and last (Use one line for each person or course)	CLASS TITLE	Act#	Alternate Act#	Birthdate (mm/dd/yy)	Current Grade	Male/Female	Course Fee \$
1.	Diabetes Cooking	63398					\$64. (R)
2.							
3.							
4. <b>San Ramon GO Card</b> <input type="checkbox"/> <b>San Ramon Residents \$49</b> <input type="checkbox"/> <b>Non-Residents \$149</b>							

**Refunds: Patron requested refunds or transfer requests, will be approved only if initiated no later than 5 business days prior to the first day of class. All Refunds/Transfers will be charged a processing fee of \$5 for classes less than \$50, each class over \$50 will be charged 7% of fee.**

I have read and understand the refund policy and the following Waiver of Liability: This release is intended to discharge in advance the City of San Ramon, including all of its respective agents, officials, volunteers, sponsors and employees, from and against any and all liability arising out of or connected in any way with me or my child/legal guardian's participation in the above activities, even though the liability may arise out of active or passive negligence or carelessness on the part of the persons or entities mentioned above. I understand the inherent risks involved in participating in recreational activities including but not limited to terrain, facilities, temperature, weather, condition of participant, equipment, and lack of hydration. Furthermore, I hereby agree that I, my heirs and assignees will not make claim against, sue, attach the property of, or prosecute the City of San Ramon and any sponsor, or any affiliate organization for injury or damage resulting from active or passive negligence, carelessness or other acts, howsoever caused by any employee, agent or contractor of the City of San Ramon or its affiliates, as a result of my participation in the above activities. In the event that the above named individual is a minor, I certify that I am the legal parent or guardian of the above participant, that he/she is in good physical condition and I give my permission for him/her to participate in the above activities. I hereby acknowledge that the above named minor has voluntarily applied to participate in the above activities. I agree to accept and abide by all rules and regulations of the event/program and the city of San Ramon. I hereby grant permission to the City to take me or my child/legal guardian's photo while participating in activities or programs to use for publicity. A signature is required by each adult participant registering on this form. One parent/guardian may sign for all minors. I understand that my signature is a legal and binding signature and will be considered original if received by electronic means.

Total Fees	
<b>GO Points</b>	
Total Amount Enclosed	

**Online Registration**

**Register or Check Course Availability Online:**  
[www.SanRamon.ca.gov](http://www.SanRamon.ca.gov)

**To Purchase Tickets:**  
[www.sanramonperformingarts.com](http://www.sanramonperformingarts.com)

**Do Not Use This Form**  
**See Registration Information for details**

Signature \_\_\_\_\_ Date \_\_\_\_\_

- Self  Parent  Guardian

Charge to my:  MasterCard  VISA

Print name as it appears on card \_\_\_\_\_

Expiration Date \_\_\_\_\_ Authorized Signature \_\_\_\_\_

Card No. \_\_\_\_\_ Amount \$ \_\_\_\_\_

**NOTE: Entire section must be completed for registration to be processed.**

## REGISTRATION PROCEDURES

### 6 Easy Ways to Register

1. Online Registration
2. Mail-In
3. Fax-In
4. Drop-Off
5. Walk-In
6. Kiosk Self-Service

*Registration Begins:*

**GO Members:** August 28, 2009

**Residents:** August 31, 2009

**Non-Residents:** September 14, 2009

### 5 Easy Ways to Pay

1. Visa
2. MasterCard
3. Cash
4. Check (payable to City of San Ramon)
5. Money Order

\* MasterCard and Visa payments must have signature of cardholder and card expiration date before your registration can be processed.

\* Non-resident rates apply to anyone living outside of San Ramon City limits.

### Online Registration

The online registration system allows you to check availability, register immediately and print your own receipt. Call 973-3200 or 973-3350 to setup your account for online registration today and avoid the rush.

Visit our website:

[www.SanRamonRecGuide.com](http://www.SanRamonRecGuide.com)

### Purchase Tickets

To purchase tickets for the Front Row Theater, Dougherty Valley Performing Arts Center or other ticketed events online visit: [www.sanramonperformingarts.com](http://www.sanramonperformingarts.com)

### Kiosk Self-Service

The San Ramon and Dougherty Station Community Centers are equipped with kiosk machines that allow you access to our online registration during and after business hours. Must have family barcode and pin number to register. Call 973-3200 or 973-3350 for more information.

## GENERAL REGISTRATION INFORMATION

### Community Center at Central Park

Phone: (925) 973-3200

Fax: (925) 830-5162

### Dougherty Station Community Center

Phone: (925) 973-3350

Fax: (925) 803-0972

\* Registration is required prior to attending a class.

\* You are welcome to submit your registration at anytime; however, all registration forms are processed on a lottery basis (Except when registering online).

\* Once a class has reached maximum enrollment, a wait-list will be established. If space opens or a new class is created, you will be notified by telephone.

\* Special provisions for the disabled arranged upon request. Call 973-3253 for further information.

\* Please make your selections carefully. A charge will be assessed for all refunds, transfers, withdrawal and credit requests.

### Where to Register

You can register at any of the following locations Monday–Friday:

#### Community Center at Central Park

12501 Alcosta Blvd 973-3200

M, T, Th, F 9am-5pm; W 9am-6pm

#### Dougherty Station Community Center

17011 Bollinger Canyon Rd 973-3350

M - F 10am-5pm

#### Alcosta Senior & Community Center

9300 Alcosta Blvd 973-3250

M - F 8am-3pm

#### San Ramon Olympic Pool (SROP)

9900 Broadmoor Dr 973-3240

M - F 11am-5pm

### Resident Status

To qualify for Resident status you must be a permanent resident with proof of a valid address in the City of San Ramon. Family members on an account must be the children of a parent or their spouse, who are permanent residents of San Ramon.

## POLICIES

### Withdrawal/Refund/Credit/Transfer

\* Fees charged for withdrawal/refund/credit and transfer requests are assessed as follows:

*\$5 for each class \$50 and under*

*7% of class fee for each class over \$50*

\* Charges will be assessed for each (individual) class or program you are requesting to withdraw, refund, credit or transfer out of.

\* You may not withdraw or transfer out of a class without 5 working days notice given.

\* Sports leagues may be approved if a team can be replaced before the first game.

\* Trips/Tours: Refund requests will be approved only if initiated on or before the specified registration deadline.

\* Full refunds will be issued for any program cancelled by the City.

### Inclusion Services

The San Ramon Parks and Community Services Department welcomes and encourages the participation of children and adults with disabilities in all of our programs and services. To facilitate opportunities for participants with and without disabilities to engage in recreational pursuits together, the Parks & Community Services Department provides inclusion services. To ensure appropriate accommodations are met, please register at least 2 weeks in advance for programs or classes. For specific questions regarding inclusion opportunities and accommodations, please call 973-3253 or 973-3271.

### Easy Steps to Inclusion—Let Us Help!

- Select a program
- Complete registration form
- Register at least 2 weeks ahead to allow us to make arrangements
- Check "special accommodations box" on the registration form
- Write on envelope: Attn: Assistance Requested