

**Registration information for classes/  
programs sponsored by City of Evanston.**

Please register **at least one week prior** to the first class; classes without the minimum number of registrations will be cancelled. Children must meet the minimum age listed; proof of age may be required.

**By mail:** Send the form below and payment to: Evanston Recreation Division, Civic Center, 2100 Ridge Ave., Evanston, IL 60201. Do not send cash. You may pay by credit card (a receipt will be mailed to you) or include a personal check (your cancelled check will serve as your receipt).

**By telephone:** Call 847/866-2900 to register using your Visa, MasterCard, Discover, or American Express Card from 8:30 a.m. to 5:00 p.m., Mon.-Fri.

**By computer:** Go to [www.cityofevanston.org](http://www.cityofevanston.org) and click on the AERO "Quick Link" on the home page. AERO stands for **A**rts, **E**cology, **R**ecreation **O**nline.

**In person:** Community centers accept registrations for almost all City of Evanston-sponsored programs and activities. Registration hours vary by site and may include evenings and/or weekends; please call ahead. Or, come to the Civic Center, 2100 Ridge Ave., 8:30 a.m. to 5:00 p.m., Mon.-Fri.

**Scholarships (Fee Assistance):**

Scholarships are awarded to qualified Evanston residents (ZIPs 60201 or 60202) on a sliding scale according to the number of family members in relation to total family income. They aren't available for special events or trips.

Information regarding the scholarship application process and the documents needed to verify family

income and residency may be obtained at any Evanston Recreation Division community center, the Evanston Ecology Center or the Civic Center, 2100 Ridge Ave. Facility addresses are listed on page 28. Forms may be downloaded at [www.cityofevanston.org/recreationscholarship](http://www.cityofevanston.org/recreationscholarship).

**Class cancellation:** In case of class changes or program cancellation, we'll notify you in advance by telephone or postcard. Generally, refunds are issued within two weeks. If circumstances arise causing us to cancel a class session, every effort will be made to schedule a make-up class.

**Questions?** Registration staff can be reached at 847/866-2900 Monday through Friday, 8:30 a.m. to 5:00 p.m. Community center office hours vary and include evenings and weekends. For details, please visit [www.cityofevanston.org/recreation](http://www.cityofevanston.org/recreation).

# Registration Form for City of Evanston Classes

Please fill out all spaces and sign this form.

Make checks payable to CITY OF EVANSTON and mail to: Evanston Recreation Division, 2100 Ridge Avenue, Evanston IL 60201

Parent/Adult Name: _____	Home Phone: (    ) _____
Address: _____	Emergency Phone: (    ) _____
City/State/ZIP: _____	Daytime Phone: (    ) _____

Note: \* You will be registered for your alternate choice if your first choice is filled or cancelled. If someone attending a class/program has a disability-related need for an accommodation, the City's Special Recreation office must be contacted at least two weeks in advance by calling 847/448-8045 (voice); 847/448-8064 (TTY) or 800/526-0857 (IL Relay Center voice transmission).

Last Name	First Name	Sex	Birth Date	Program Name	Day/Time	Class Number	* Alternate Class Number	Amount Paid	
									1
									2
									3
									4
									5
<b>TOTAL</b>									

**LIABILITY WAIVER FOR PARTICIPANT**

As a participant (or as a parent of a participant under 18 years of age) in the City of Evanston Parks/Forestry, Recreation and Facilities Management Dept. programs, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injuries, including death, damages or loss which I may sustain as result of participating in any and all activities connected with or associated with the program(s).

I do hereby fully release and discharge the City of Evanston, their officers, agents, servants, and employees from any and all claims from injuries, including death, damages or loss, which I may have or which may accrue to me on account of my participation in these program(s).

I further agree to indemnify and hold harmless and defend the City of Evanston, their officers, agents, servants, and employees from any and all claims resulting from injuries,

including death, damages and losses sustained by me and arising out of, connected with, or in any way associated with the activities of these program(s).

I further understand that City of Evanston staff and Evanston Community Media Center staff may photograph/videotape participants in City of Evanston programs for promotional purposes. If you (or family members) don't want to be photographed or videotaped, please contact the Public Information Office at 847/448-8041.

**I HAVE FULLY READ AND UNDERSTAND THE FOREGOING.**

Printed Name \_\_\_\_\_ Date: \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**PAYMENT AREA**

Check # \_\_\_\_\_ (payable to CITY OF EVANSTON)      Payment amount \$ \_\_\_\_\_

**CREDIT CARD**    Circle one: Visa    MasterCard    Discover    American Express    **Security #** \_\_\_\_\_ (last 3 digits on back of cards or 4 digits on front of Am. Express)

Card holder name (print): \_\_\_\_\_      Card # \_\_\_\_\_

Authorized signature: \_\_\_\_\_      Expiration date: \_\_\_\_\_      Payment amount \$ \_\_\_\_\_