

# Registration begins December 7, 2009

(No registrations will be accepted prior to this date)

## www.cityofmillcreek.com

### Register Online! New

Go online to <http://activenet.active.com/millcreek> to create an online account for you /your family. All Online registrations are subject to a non-refundable convenience fee. This fee is collected to offset the costs of providing this service. Customers must be 18 years or older in order to request an online account. In order to establish an account for a child you should first create an account for an adult. Any questions please call 425-921-5779 or 425-921-5736 and leave a message and calls will be returned within 48 hours Monday thru Friday.

### To obtain an online account:

Log on to: <http://activenet.active.com/millcreek>  
Click "Request an Account"  
Fill in applicable fields and click "Submit"  
An acknowledgement email will be sent to you within 48 hours. Once you receive an email, begin registering.



### Refunds:

#### Guidelines for refunds are as follows:

- A full refund will be given if Mill Creek Parks and Recreation Department cancels a class due to insufficient enrollment.
- **Refunds:** If a written notice is received at least three business days prior to the start of the program, a refund minus a \$20.00 processing fee per registration will be issued within 15 business days.

**Injuries/Illness:** Are handled on a case-by-case basis. Documentation may be required.

### Inclement Weather Policy:

Mill Creek Parks & Recreation programs will be automatically canceled due to inclement weather if the Everett Public Schools are closed. Weekend programs may be canceled at the discretion of the Recreation Instructor if unsafe conditions exist. Instructors will call students for weekend classes. If class is cancelled due to inclement weather, there will NOT be a make-up day scheduled or a per-day refund.

### Accessibility:

Mill Creek's recreation programs are open to participants of all abilities. If you need reasonable accommodations, please contact us at least 3 weeks in advance of the program start date to discuss accommodations. Reasonable accommodations will be determined on a case-by-case basis.

#### Ways to Register

**Online – Fax – Mail – In person**  
<http://activenet.active.com/millcreek>

**Make checks payable to:**  
**City of Mill Creek**

### Mail or Deliver Registration to:

**Mill Creek City Hall**  
**15728 Main Street**  
**Mill Creek, WA 98012**  
**FAX 425-745-9650**

**Drop Box located outside City Hall,**  
**for registrations / payments after 5:00 pm.**

## City of Mill Creek Parks & Recreation Registration Form

<small>(ADULT NAME)</small> Last Name	First	WORK PHONE #
Address		HOME PHONE #
City	Zip	CELL PHONE #
Email		EMERGENCY #

CODE #	CLASS NAME	PARTICIPANT'S FIRST & LAST NAME	M/F	BIRTHDAY	FEE	T-SIZE*

Payment Information	
<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MC	Print cardholder's name Card Number Expiration

PHOTOCOPIES OF THIS FORM ARE ACCEPTABLE  
\*T-shirts sizes for camps and clinics only please.

<b>Total \$</b>	
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\*If applicable

X \_\_\_\_\_  
Signature (signed by):  Parent  Guardian  Participant \_\_\_\_\_ Date

I, the undersigned, assume all risks and hazards incidental to participating in City of Mill Creek Parks and Recreation activities, and do hereby waive, release, absolve, indemnify, and agree to hold harmless the City of Mill Creek, and its employees, supervisors, participants, and instructors, for any claim arising out of any injury, damage, or personal loss incurred to myself or my child(ren) in connection with the activities sponsored or co-sponsored by Mill Creek Parks and Recreation. I, the undersigned, am fully aware of the potential dangers and risk inherent in these activities, including physical injury, death, or other consequences that may arise or result directly or indirectly from participation in these activities. By participating in Mill Creek Parks and Recreation activities, I agree that any images of myself or my child(ren) may be used by the City of Mill Creek and may be included in promotional materials, newspaper articles, and/or newsletters relating to Mill Creek Parks and Recreation activities.

Receipt #
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CLASSES WITHOUT SUFFICIENT ENROLLMENT WILL BE CANCELED – SO SIGN UP EARLY!