KIRTLAND RECREATION REGISTRATION

Kirtland Community Center
7900 Euclid-Chardon Road
Kirtland, OH 44094
Phone: 256-4711

Registration is taken on a first-come, first-served basis. ***Fees are required at time of registration.*** To sign up for a class, complete the registration form and return it to the Community Center with full payment. **Registration may be mailed in or dropped off. An after-hours deposit box is located outside of the front door** to collect registration and payment when the office is closed. Participants are considered enrolled when payment has been received. Class prices are not prorated.

Make checks payable to: THE CITY OF KIRTLAND.

Name _____

Address _____

City, State, Zip _____

Phone No. _____

E-Mail _____

Participant's Name	Program Name	Fee
	TOTAL	

By participating in the program offered through the City of Kirtland Recreation Department, participants accept full responsibility for themselves, their children, and any injury incurred during the programs.

REFUNDS

In case of class cancellation, participants are notified and mailed a full refund in the form of a check. There are no cash refunds. Refunds take approximately 2-3 weeks to process. Refunds are issued only when the Recreation Department cancels the program. Participants assume the risk of changes in personal affairs or health and refunds are not granted when the participant cancels. The Recreation Department reserves the right to cancel classes due to low enrollment and/or unforeseen circumstances.