

2018 Spring/Summer Registration Form

5 WAYS TO REGISTER!



Walk-In
Leawood City Hall
Residents - **Feb 14**
Non-Residents - **Feb 21**

Online
<https://webtrac.leawood.org>
Residents - **Feb 14**
Non-Residents - **Feb 21**

Fax
913.339.6721
Feb 21
Visa, Mastercard, Discover,
and American Express ONLY

Mail
Accepted Beginning
Feb 21
Leawood Parks & Recreation
4800 Town Center Drive

Telephone
913.663.9154
Visa, Mastercard & Discover,
and American Express ONLY
Feb 22

Adult Name

Address

City _____ **State** _____ **Zip** _____

Phone No. home work cell

Phone No. home work cell

Email Address

Emergency Contact (name) _____ **(phone no.)** _____

Reasonable Accommodations

Leawood Parks & Recreation Department is committed to making reasonable accommodations as required by the Americans With Disabilities Act. Please describe any accommodations needed for the enjoyment of this program(s):

Waiver & Consent Statement

I understand that, by participating in these activities, I, my child, or my dependent, accept the risk that injuries, damages, or even death may occur. In consideration of me, or my child or dependent, being allowed to participate in the City of Leawood Parks & Recreation Department programs, I on my behalf and on behalf of my child or dependent, forever release and hold harmless for myself, my heirs, executors, administrators, or assigns, the City of Leawood, Kansas and any of its employees, agents, and representatives, from any and all claims, demands, and causes of action arising out of any injuries, damages, or death caused to, or emergency medical treatment provided to me, my child, or my dependent from my or his/her participation in any said program. I give my permission for me, my child, or my dependent to receive emergency medical treatment when the City of Leawood staff deems it necessary. As a participant, I understand that my photo(s) may be used for marketing of future programs.

I have read and understand the registration, cancellation, transfer, refund policies and waiver statements.

x _____ Date _____

Signature (Parent/Guardian if under 18) Parent Guardian Participant



Code	Sec #	Class Name	Participant Name	Grade	Birth Date	Age	Fee

PAYMENT FORM Cash Check # _____ (Payable to City of Leawood) Mastercard Visa Discover American Express

CARDHOLDER NAME _____ **SIGNATURE** _____

CARD # _____ **EXP. DATE** _____ **V CODE** _____

Registration

■ Registration Process

Residents may walk-in to City Hall or register online beginning **Feb 14**. All non-residents may walk-in to City Hall or register online beginning **Feb 21**. Registrations for residents and non-residents by fax will be accepted on **Feb 21** and mail will be accepted beginning **Feb 21**. Registrations for residents and non-residents will be taken over the telephone beginning **Feb 22**.

■ Late Registration

Registrations may be accepted after a program begins, provided the maximum enrollment has not been met. However, program fees will not be pro-rated. Late fees may be applicable to soccer leagues, t-ball and coach pitch baseball.

■ Administrative Fee

A \$5.00 administrative fee will be charged for each registration change or transfer.

■ Cancellation Policy

LPRD reserves the right to cancel a class. If the program minimum has not been met prior to two business days before the first class meeting, the program will be cancelled. If the participant wishes to withdraw from a class, he or she must do so no less than ten business days prior to the first class to receive a full refund. Cancellation fees will not be charged if the class is cancelled by the Leawood Parks and Recreation Department.

■ Refund Policies

Full refunds, excluding \$5.00 cancellation fee (for each registration/program/class) will be granted provided notification of cancellation is received ten business days prior to the start of class. NO REFUND will be issued after that time. Does not include facility rentals, and swim/dive team. In the event a medical emergency or illness should arise mid-session, a pro-rated refund will be issued provided a doctor's note is received within two weeks of the first missed class. Also provided that 1/3 of the program has not expired.

■ Returned Check Fee

The City of Leawood will assess a service charge of \$30.00 for every check returned for insufficient funds.

■ Reasonable Accommodations

Leawood Parks and Recreation Department is committed to making reasonable accommodations as required by the Americans with Disabilities Act. Please notify the staff at registration if you or your child have any medical conditions or mental/physical disabilities so that LPRD can try to accommodate your needs. Seven days advance notice is required.

Comments, Suggestions, Ideas & Concerns Welcome

The Leawood Parks & Recreation Department strives to provide quality recreational programs for all participants. Your comments, suggestions, ideas, and concerns are always welcome. Please feel free to contact us at 913.663.9154 or via e-mail at www.leawood.org.





Leawood Parks & Recreation
4800 Town Center Drive
Leawood, Kansas 66211

Start Your Adventure Today!

- Passport to Adventure Kickoff March 24-October 31
- LSC Auditions March 3-4
- Taking Tea with Shakespeare March 25
- Eggstravaganza! March 25
- Adventures in the Parks Passport March 25
- LAC's Art Show and Reception March 30
- Spring Tomahawk Trail Clean-Up March 31
- History for All Ages Series: Leawood Memories April 14
- LSC's "An Enchanted Evening" April 19-22
- Recycling Extravaganza April 21
- Earth Day Celebration 2018 April 22
- National Trails Day June 2
- Grinnin' & Groovin' June 5, 12, 19, 26
- Old Time Stories & Fun June 6, 13, 20, 27, July 11, 18, 25
- Leawood Family STRIDE 'N RIDE June 9
- History for All Ages Series: Hispanic Migration to KC ... June 23
- Cardboard Boat Regatta June 30
- 4th of July Celebration in the Park July 4
- LSC's "West Side Story" July 13-15, 19-21
- 4th Annual Truckin' It In The Park August 25
- 14th Annual Doggie Dunk Sept 4
- LSC's "Bark! The Musical" September 7-9
- Citywide Recirculation Saturday September 15
- LSC's "Mame" November 1-4

