

REGISTRATION INFORMATION

El Segundo Priority Resident Registration:
May 22nd, 2017 at 9am

Non Resident:
May 30th, 2017 at 9am

* See Page 4 for Swim Lesson Lottery Registration Info *

ONLINE

ES RecConnect Website: <http://esreconnect.elsegundo.org>

Please make sure to have your Participant ID and Family PIN before logging in. For assistance, email: reghelp@elsegundo.org

WALK-IN

Clubhouse (300 East Pine Avenue)

Mon - Fri: 9 am - 6 pm

Sat - 9 am - 1 pm

Joslyn Center (339 Sheldon Street)

Mon - Fri: 8 am - 6 pm,

Sat: 9 am - 1 pm; 6 pm - 10 pm Sun: 11 am - 4 pm

Checkout (401 Sheldon Street)

Mon - Fri: 8 am - 9 pm, Sat - Sun: 9 am - 9 pm

FAX-IN

(310) 640-7720 Don't forget to sign your form and include your Visa/Mastercard/Amex number for payment.

MAIL-IN

Don't forget to sign your form and include your Visa/Mastercard/Amex number for payment. Please make all checks payable to:

City of El Segundo

ES Recreation & Parks Department,

Attn: Registration

401 Sheldon Street, El Segundo, CA 90245

Recreation I.D. Cards & Proof of Residency

El Segundo Residents must obtain a valid Recreation I.D. Card to register for classes or to reserve City facilities. Parents registering a minor must also have a current Recreation I.D. Card. Recreation I.D. Cards can be purchased at the Checkout Building or Clubhouse located in Recreation Park and require proof of residency.

The following are acceptable proofs of residency:

- Driver's License / California I.D. Card with a valid El Segundo address OR
- Two (2) utility bills from a residence within El Segundo with your name and address clearly listed on them. (P.O. Boxes are not accepted as a form of residency.)

Cards are issued based on the following fees:

Youth (3-17 years old) - \$10

Adults (18-61 years old) - \$15

Infants (under 3 years old) - \$5

Senior Citizens (over 62 years old) - \$5

Recreation I.D. Card fees are subject to change at any time.

Class Policies & Procedures

REFUND POLICY

Refund and/or Credit Requests must be made before the start of the third class for recreation classes and two-weeks prior to a Gundo Getaway Trip. Gundo Getaway Trip Refund Requests are processed at the Joslyn Center. A \$10 Administrative Fee will be charged for all refunds. Credit Requests can be made in lieu of refunds and applied to your account for future registrations. The \$10 Administrative Fee will be waived for Credit Requests.

CLASS INFORMATION

- The non-resident registration fee is 20% of the class fee (\$15 minimum).
- All students must be enrolled to participate in program.
- Siblings, friends, family members, etc. are not allowed to participate and/or assist (without proper registration) with set-up, instruction, and clean-up of the class.
- To obtain a space in a class, register early. Classes with low enrollment will be cancelled and participants will receive a full refund.

RETURNED CHECK FEE

A \$25 fee will be charged for all returned checks.

**You must have a valid 2017 Rec ID Card
BEFORE registration!**