

Registration Information

- Registration begins Monday, November 16, 2009 for programs beginning in January 2010. All other programs registration will be January 4, 2010. Early registration is not permitted.
- One registration form for each participant and each program is required.
- Registration can be completed online, delivered to the CRPA offices at the South Government Annex or mailed to:
CRPA
Attention: Registration
7545 Main Street Building 200
Woodstock, GA 30188
- Registration is not accepted over the telephone.
- Returned checks are subject to a **\$20 fee**.
- Registration is taken Monday-Friday from 9:00 am-6:00 pm. Registration can be dropped off on Monday- Thursday from 6:00 pm-9:00 pm and Saturdays from 9:00 am-12:00 pm. only. These registrations will be receipted on the next working business day.
- When paying in cash, please have the correct amount.

Cancellation Policy

- All classes not meeting minimum enrollment will be postponed or canceled. Programs minimum are five (5) participants unless otherwise noted.
- If your class is canceled, you will be notified. Classes may be canceled due to low enrollment, inclement weather or instructor availability.
- A full refund will be given for cancellation of classes.
- All refunds for canceled classes will take 30 days to process.

Refund Information

- Refund requests must be completed in person at the Recreation Center Monday-Friday between 9:00 am-5:00 pm within five (5) working days of the beginning date of the program.
- Refund requests must be in writing and are subject to approval by the Cherokee Recreation and Parks Agency staff.
- Refunds can take 30 days for processing. **There are No Cash Refunds.**
- Participants requesting a refund will be charged a \$5 processing fee.

Inclement Weather

- Event cancellations are posed on our website.
- Call 770-924-7768 for information involving the cancellation or postponement of an activity.

Family Discount

- For certain programs, discounts are available when registering more than one sibling:
 - First child Full Price
 - Additional child(ren) \$5 off

Scholarship Program

- The Cherokee Recreation and Parks Agency recognizes the need to provide leisure activities for the entire community. A family or individual can apply for a scholarship one time per year. Some restrictions may apply.

Registration Requirements

- All children ages 4 and over registering for programs that do not allow for parental supervision must be continent.
- If the participant requires any special accommodations, the ADA Compliance Coordinator is required to be notified within fifteen (15) business days prior to the beginning of the program in order to attempt to accommodate.
- Age and gender requirements can be found under the program descriptions on each page.
- Participants (or their parents or guardians) must sign waiver/release form prior to participation in any program.
- Payment received after the second class may be subject to a \$5 late fee.

January Programs registration begins Monday, November 16, 2009. All other programs registration begins January 4, 2010.

Look for More Information on Our Web Site:
WWW.CRPA.NET