

Registration Information

Three Ways to Register

1. Mail-In Registration

Mail-in registration will be accepted on a first-come, first-served basis. Please use the registration form on this page or a reasonable facsimile. Mail completed form and payment to:

Royal Oak Recreation
211 Williams, PO Box 64
Royal Oak, MI 48068-0064

Do not send cash. Use separate checks for different classes in case one of your desired classes is filled. Make checks payable to **Royal Oak Recreation**. **Returned check fee is \$35.**

2. In Person Registration (*new location)

Walk-in registrations are accepted on a first-come, first-served basis. Register in person at:

Royal Oak Recreation
Dept. of Public Service
1600 N. Campbell Rd.
Royal Oak, MI 48067

Cash, check or Visa/Mastercard/Discover accepted.

Hours: Monday - Friday, 8:30 am - 5:00 pm

3. Fax

Fax registrations are accepted 24 hours at **248-246-3007**

Credit card only – please include credit card #, expiration date and signature on registration form. *We cannot confirm receipt of your fax registration by return fax or by phone. You must call us for confirmation.*

Registration Information Form

Name _____ Daytime Phone _____ Evening Phone _____

Address _____ City, Zip _____

If Child: School _____ Grade _____ Age _____ Birthdate _____

Class _____ Day _____ Time _____ Start Date _____

Class _____ Day _____ Time _____ Start Date _____

Amount enclosed: \$ _____

Payment Method: Check Cash

Visa/Discover # _____ 3-digit Security Code _____

Mastercard # _____ 3-digit Security Code _____

Cardholder Name _____ Expiration Date _____

Signature of Cardholder _____



The City of Royal Oak assumes no responsibility for personal injuries or loss of personal property while using City or School facilities. It is recommended that anyone enrolled in an activity, or using one of our facilities in general, make provisions to provide adequate coverage within their own family insurance. By registering for Department of Recreation and Public Service programs, registrants realize the inherent risks involved in the programs and appreciate the nature of the risks. Do you have any condition or impairment that requires accommodation for your enjoyment of the program?

Explain _____

Signed _____ Total Enclosed \$ _____

(If youth, parent or guardian must sign)

Additional registration forms are available on the City's website: www.ci.Royal-Oak.mi.us, click on Departments; click on Recreation.