

Cary Parks, Recreation & Cultural Resources continues to develop ways to make program registration easier for the citizens of Cary. Cary residents are given the opportunity to mail-in registration forms or electronically register before the designated walk-in registration date. A copy of the Program Registration Form, plus the entire brochure, is available on the Town of Cary's website at www.townofcary.org. Please note that separate registration forms may be required for Camps, Athletic Programs and Special Events. Please read the brochure information carefully on how to register for each program or activity.

Check for availability

Check class availability from your computer.

1. Log onto classweb.townofcary.org
2. Click on the EZ-REG Web link on the sidebar
3. Click on the Activities tab
4. Check availability by using the course code number in the Quick Link box, keywords in the Advanced Search, or you can display classes by topic/facility.

Personal access codes are not required to check availability; however, they are required to register online.

MARK YOUR CALENDAR!

- **Dec 5** for Cary residents
- **Dec 19** for non-residents

That's when registration begins for the next session. Registration remains open until the event is

Schedule Changes & Cancellation

Cary Parks, Recreation & Cultural Resources reserves the right to alter schedules, fees, and instructors as necessary. Classes are subject to cancellation when minimum enrollment has not been reached.

Registration Payment

Walk-in registrants may bring cash, money order, check (made payable to "Town of Cary"), Visa, or MasterCard card as payment for registration. Mail-in registrants may pay via check only. Some classes will fill quickly. If you are willing to credit your account, write one check. If not, please write separate checks for each class per person. (A credit can be used toward any future program registration.) Electronic registration services accept only Visa or MasterCard as payment. Full payment must be made at the time of registration.

Accounts will be charged a \$25 fee for returned checks. Participants with declined payment may be withdrawn from the class.

Withdrawal and Refund Policy

Registration fees are 100% refundable when the department cancels the activity. A participant wishing to withdraw from a class that has not been cancelled by the department must provide a written request at least one week before the scheduled start of the class.

They may receive 100% credit to the family's account, valid for one (1) year, may request a Cary PRCR Gift Card, valid for three (3) years from date of last use, or may request a refund minus a minimum of \$5 administrative fee per participant per class. Within the week before the start of a class, refund/credits/gift cards will not be given except for verified medical/hardship cases. Refund for payments made by check will be processed three weeks after the payment date.