

EAST GREENWICH RESIDENTS SET UP YOUR ON-LINE ACCOUNT

EG Residents are now be able to sign up on-line right from your home computer. In preparation for you to do this you will need to set up an on-line account. All accounts will be set up and activated by the office. **You are encouraged to do this now; so that once the registration period is open you can sign up right away without having to wait for your account to be set up.**

ON-LINE ACCOUNT REQUEST FORM

Fill out this form with all the pertinent information and return it to the office. Once we have processed your request you will receive a confirmation email with your password. Please print clearly so we can accurately enter the information. The Primary Account Holder is the adult who will be paying for and signing up him/herself or household family members who reside at the same address.

Primary Account Holder's Name _____

Primary Account Holder's Date of Birth(MM/DD/YEAR)_____/_____/_____ Gender_____

Primary Account Holder's Street_____

Primary Account Holder's City/Town_____ State_____ ZIP CODE_____

Primary Account Holder's Email Address_____

Primary Account Holder's Home Phone_____ & Cell or Work_____

Primary Account Holder's **PASSWORD** (minimum of 6 characters)_____

Medical Information (ie. allergies, physical difficulties, etc.-please elaborate)_____

EMERGENCY CONTACT: List the family's emergency contact. No need to list parents as they will be called first.

Name_____ Phone_____

Relationship to Family (friend, grandparent, etc.)_____

Family Member's Name Residing at the above address **Date of Birth (MM/DD/YYYY)** **GRADE**

1. _____ / _____ / _____ _____
Helpful Medical Information (ie. allergies, physical difficulties, etc.-please elaborate)_____

2. _____ / _____ / _____ _____
Helpful Medical Information (ie. allergies, physical difficulties, etc.-please elaborate)_____

PICK UP AND RELEASE: IF YOU HAVE CHILDREN ENROLLED IN A CLASS WITH PARTICIPANTS YOUNGER THAN 7th grade and it's NOT a parent participation class, then you are REQUIRED to sign your child out after each class and show a PHOTO ID each time. Please list below the people who will be allowed to pick up your child/children. *You do not need to list the Primary Account Holder's name or the Emergency Contact's name as they will be allowed to sign out your child.* **Please include any other parent, spouse, sibling, neighbor, grandparent, sitter, or nanny who will be picking up your child.** If their name does not appear here, then your child WILL NOT be released to him/her. Changes to this information must be filled out in-person at the office or with the head instructor by the Parent/Guardian. **PHONE CALLS AND NOTES SENT IN WILL NOT BE ACCEPTED.** Please plan ahead.

Name:_____ Phone:_____

Name:_____ Phone:_____

WALKER'S PERMISSION

My child/children _____ are allowed to walk or bike home after the
List child/children's name
activity- Yes _____ No _____ If you indicate yes, then no one will be required to sign out your child.

FINANCIAL ASSISTANCE REQUESTED: Yes _____ No _____ If yes, please include documentation of public assistance.

Account Holder's Signature

Date

All addresses will be verified with Town records to ensure EG residents living (legal address: ie school eligible, registered voter, vehicle on the Town tax roll) in the Cooperate boundaries of the town will be given priority in class.

If you need to add or change pick up people, medical information, etc. then please fill out a change of information form at the office. If you forgot your password or need to verify your pick-up list, simply contact the office at 886-8626, ext 1.

NON-residents will not be able to sign up on line. At registration time, all NON-residents will have to submit a paper registration form (without payment) and will be placed on the wait list. As the date draws near and if there is space available in the class, then NON-residents will be contacted and can then process their payment with the office.

EG Parks & Recreation Department
1127 Frenchtown Road
PO Box 111
East Greenwich, RI 02818
401-886-8626, ext.1