

Rye Recreation Summer Camp

Registration Checklist

- ✓ If you do not already have a Community Pass account, we strongly recommend that you create one well in advance of the registration date. This will make your registration process much faster and easier when registration does open. Go to our website, <https://www.ryeny.gov/government/recreation-department> and click on the orange Online Registration button. **Be sure to add all campers to your family account.**
- ✓ In addition to basic information, be sure to have the following available when registering as it will be required:
 - Allergies and/or behavioral concerns or special needs
 - Emergency contact name (other than parent) and primary phone number (secondary phone number optional)
 - Doctor's name and phone number
 - Child's t-shirt size
- ✓ You will be asked to accept our [Legal Statement](#), Camp [Refund Policy](#) and [Code of Conduct](#) during the registration process. Click on them if you would like to read them in advance so you can complete your registration more quickly.
- ✓ You may only register your own children.
- ✓ On-line payment is by Visa or MasterCard only. Payment is required in full at the time of on-line registration.
- ✓ All [required paperwork](#) must be received in the Recreation Office within 1 week of your registration in order for your enrollment to be considered complete. This includes proof of residency, immunization record and trip waiver (if applicable). Click the link above for details.
- ✓ If you are requesting financial assistance or require special payment arrangements, you must contact the Recreation Office as soon as possible at 967-2535.