



CITY OF | **UPPER  
ARLINGTON**

# MEDIA RELEASE

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[www.ua-ohio.net](http://www.ua-ohio.net)

## **FOR IMMEDIATE RELEASE**

**Date: 23 March 2005**

**Contact: Ginny Houghton, 583-5300**

### **REGISTRATION PROCEDURE/ONLINE REGISTRATION AVAILABLE**

The City of Upper Arlington Parks and Recreation Department offers four ways to register for programs. It is our belief that these procedures will enhance and streamline our registration process to make it more convenient for registrants.

All participants must have an annual emergency medical/liability waiver form on file with the Parks and Recreation Department in order to register for programs. This form must be brought, in person, to the office at the Municipal Services Center, 3600 Tremont Road, with a proof of identification of the person signing the form. The form must be signed by the adult enrolled in the program or by the parent/legal guardian of the participant if the participant is a minor. The form is available in the Parks and Recreation Department office and online at [www.ua-ohio.net](http://www.ua-ohio.net). The emergency medical /liability waiver form is valid until August 15, 2005 at which time another form will need to be completed.

There are four ways to register for Parks and Recreation programs once the emergency medical/liability waiver form is on file in our office. The first option is to mail a registration form to the office. The form is available online at [www.ua-ohio.net](http://www.ua-ohio.net), in our office and in the back of our current brochure. Registrations will be taken by telephone with a credit card by calling (614) 583-5300. Online registration is also available at [www.ua-ohio.net](http://www.ua-ohio.net). A user ID and password must be obtained to register

online by calling (614) 583-5300 at which time you will need to furnish birth dates for all members of your household and an email address. Registration forms will still be taken in our main office.

We hope you find these new methods of registration a convenience to you and your family.

**END**