

# GENESEO PARK DISTRICT ONLINE REGISTRATION DIRECTIONS

GENESEO PARK DISTRICT'S ONLINE REGISTRATION SYSTEM IS SIMPLE & EASY TO USE. START BY VISITING

**GENESEOPARKDISTRICT.ORG**

& CLICK ON **REGISTER ONLINE** IN THE UPPER RIGHT CORNER.



Username: \_\_\_\_\_

Password: \_\_\_\_\_

*Please reset your password once logged-in*

## TO REGISTER FOR AN ACTIVITY:

→ Log in using the Username & Password provided above.

### Don't have a Username & Password?

- If you are a **MEMBER** but have **NOT** used the Online Registration System before you will need to click on **Forgot your Username or Password?** link. Enter in the *Primary Email address* on your account and click Submit. An email will be sent with your username and a link to reset your password.
- If you are a **NON-MEMBER** and have **NOT** used the Online Registration System before you will need to click on **Need an account?** link. Enter in all required information and click Save. You are now ready to register.

→ You can find your program or class by either clicking on the **Activity Type** or click on **Browse Activities**.

→ Use the Activity Search Criteria to filter results to help find your program.

→ Click on the **PLUS** sign next to the program or class you want. A pop-up will appear at the bottom of the page. Click **Add To Cart**.

## Search Results

Showing 1 To 1

Activity #	Description	Dates	Times	Days	Location	Price	Availability
24104-11	Early Burn	09/13/2021 -09/27/2021	5:15 am - 6:15 am	M	Community Center	\$39.00/\$19.50	Available
24104-21	Early Burn	10/04/2021 -10/25/2021	5:15 am - 6:15 am	M	Community Center	\$52.00/\$26.00	Available
24104-23	Early Burn	10/01/2021 -10/29/2021	5:15 am - 6:15 am	F	Community Center	\$65.00/\$32.50	Available

→ All participants within the household will appear. Select the program or class you want for each participant.

**USER TIP:** For multiple registrations find all your classes, click the plus sign, then click 'Add To Cart'

# GENESEO PARK DISTRICT ONLINE REGISTRATION DIRECTIONS *cont...*

**Jane Doe**

Early Burn (24104-13)

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**Joey Doe**

Fitness Access Class (24119-21)

Continue
Cancel

Telephone registration will be accepted **only** for programs using SIGNUP GENIUS. The Park District will continue to take precautions and may cancel a class or lesson based on the changing COVID-19 situation. The Park District requires face coverings in all facilities, during programs and in fitness classes where you cannot maintain 6ft of social distancing. Face coverings are required at The Center in the gymnasium & walking track at all times and in the hallways while walking between rooms.

*I recognize and acknowledge that there are certain risks of physical injury to participants in these programs/activities, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in these programs/activities against the Geneseo Park District/Independent Contractors, including its officials, agents, volunteers and employees (hereinafter collectively referred as "District").*

*I do hereby fully release and forever discharge the Park District/Independent Contractors from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with these programs/activities.*

*I have read and fully understand the above important information, warning of risk, assumption of risk, additional registration information and waiver and release of all claims.*

I agree with the above \*

Continue
Cancel

→ Confirm you have read and understand the registration waiver by **checking the box**. Click continue. *Repeat this step for each registration.*

**Shopping Cart**

**Shopping Cart**

Showing 1 To 2 Total Results (2)

	Description	Name	Total Fees		
✕	Early Burn (24104-13) (Enrolled)	Jane	\$ 52.00	🗑️	◀
✕	Fitness Access Class (24119-21) (Enrolled)	Joey	\$ 72.00	🗑️	◀
<b>Grand Total Fees Due</b>			<b>\$ 124.00</b>		
<b>Total Old Balances Not in Shopping Cart</b>			<b>\$ 0.00</b>		

Proceed To Checkout
Continue Shopping
Pay Old Balances
Empty Cart

**Apply Coupon/Gift Certificate/Punch Payment/Reward**

Type Coupon Code  Apply

→ Review the items in your cart and click **Proceed To Checkout**. *If you have any credits on your account, these will be automatically applied.*

**Summary of Charges**

New Charges In Shopping Cart:	\$ 124.00
Old Balances In Shopping Cart:	\$ 0.00
<b>Total Balance for household:</b>	<b>\$ 124.00</b>
Amount To Be Paid Today:	\$ 124.00

→ Review the Summary of Charges and **Select a Payment Method**. Click **Continue** to process using a credit card.

→ Enter your Credit Card information and click **SUBMIT PAYMENT** to complete your registration.

**The Following Information is Required to Complete Your Transaction**

Using This Payment Method: \* Select A Payment Method

**Apply Coupon/Gift Certificate/Punch Payment/Reward/Scholarship**

Type Coupon Code  Apply



Contact the Geneseo Park District with any questions during normal business hours.  
**(309) 944-5695**  
[www.GeneseoParkDistrict.org](http://www.GeneseoParkDistrict.org)