

Program Registration Information

City of Menasha residents have program registration preference NOW through August 22.

Non-residents (including City of Neenah and Appleton, Village of Fox Crossing), may register beginning August 23.

Recreation Program Fee Reciprocity:

The City of Menasha offers recreation program fee reciprocity with the cities of Appleton and Neenah and the Village of Fox Crossing. This means that city residents may sign up for programs and receive services in these communities at their resident rates. This is a fee only agreement. Each municipality may establish a separate registration period or policies for its own residents. Your residency may be verified onsite by using current tax roll information. Contact Appleton (920-832-5905), Neenah (920-886-6060) or Fox Crossing (920-720-7108) for further program information. **Please note: We no longer have reciprocity with the YMCA for programs.**

- Telephone registration is not accepted
- Program cancellations and other announcements can be accessed by calling our **Program Cancellation Line at (920)967-3657. NOTE: IF MENASHA SCHOOLS ARE CLOSED FOR THE DAY DUE TO WEATHER, RECREATION PROGRAMS WILL BE CANCELLED FOR THAT DAY ALSO.**
- Enroll early. At some point we must decide whether or not to cancel a program due to low enrollment.
- Refunds are only granted when a medical excuse is provided through the first 25% of a program or if MPRD cancels a program. Program credit slips may also be issued.

3 WAYS TO REGISTER

WALK IN / DROP OFF

Bring in your completed registration form and payment to the Parks and Recreation Department, Menasha City Center, Second Floor.

MAIL IN

Mail your completed registration form and payment to: City of Menasha Parks and Recreation
100 Main Street, Ste. 200
Menasha, WI 54952

Checks should be made payable to **City of Menasha. Confirmation will be e-mailed, please be sure to include your email address on the form.**

ONLINE

You may register for programs online by visiting our website and clicking on the link to our registration site or go to <http://menasha.recdesk.com>

Looking for a Great Part-time Job?

The Parks and Recreation Department employs many part-time people. Day or evening hours are available. Openings may exist for ice rink attendants, gym supervisor, program instructors, and special event workers. View job openings and apply online at <https://www.governmentjobs.com/careers/menashawi>

Look for us on FaceBook
Menasha Pool and Recreation



Parks and Recreation Board

The seven member Board is appointed by the Mayor and meets the second Tuesday of each month at 6:00pm. Call the MPRD office at 967-3640 if you would like to discuss putting an issue or question on the Board Agenda. Any citizen interested in serving should write a letter of interest stating qualifications to the Mayor.

Board Members

Dick Sturm-Chair
Lisa Hopwood-Vice Chair
Alderman Ted Grade
Brian Adesso

Rob DeLain
Tom Marshall
Melissa Zwach



Program Registration Form

City of Menasha • 100 Main Street, Suite 200 • Menasha, WI 54952

Please Print • One Family Per Form • Residency Status Will Be Verified

Parent First Name: _____ Last Name: _____
(primary emergency contact)

Address: _____ E-mail: _____
(please provide for receipt to be sent)

City: _____ State: _____ Zip: _____

Primary Phone Number: _____ Secondary Phone Number: _____

Secondary Contact Person: _____ Relationship to Child: _____

Primary Phone Number: _____ Secondary Phone Number: _____

Residency City of Menasha City of Appleton City of Neenah Fox Crossing Other: _____

Participant First & Last Name	M/F	Birthdate	Class Name	Class Number	Fee

Total Fees \$ _____

I would like to make a donation to the Family Assistance Fund in the amount of \$ _____

The Family Assistance Fund helps to provide financial assistance to those unable to afford program fees for youth activities. This is an optional program.

Total Amount \$ _____

Please share any special concerns (medical/other disability) regarding you or your child so that we may better serve you:

LIABILITY INFORMATION: You should be aware that Parks & Recreation programs involve an element of risk or danger for all participants and may cause serious injury, death or property loss. The Menasha Parks & Recreation Department does not provide nor cover any medical or hospital insurance for participants in our programs. All persons participating in MPRD sponsored activities must provide their own insurance and assume risk of all injuries.

PHOTO RELEASE: I authorize Menasha Parks and Recreation Staff to photograph me (or my underage child(ren)) and to use the photos to promote their programs and services in printed materials or on the web without further notice to me. Names will not be published. YES NO

Parent/Guardian Signature _____ Date _____
I have read and understand the liability and photo release information listed above.

Financial Assistance is available for eligible youth living in the City of Menasha. Applications are available at the MPRD office or on our website.