

Shelby Township

NEWS WORTH KNOWING

2009 Volume 1 May thru July



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Shelby Library

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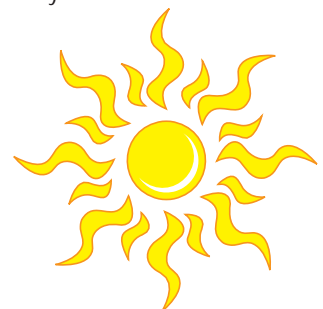
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Shelby Township Parks and Recreation

providing quality programming and services
to the community since 1978

52700 Van Dyke Avenue Shelby Township, MI 48316 586-731-0300 shelbyprm@shelbytwp.org

PRM MISSION STATEMENT

The Shelby Township Parks, Recreation and Maintenance Department staff has made it their mission to provide organized sports, and progressive leisure, cultural and educational programs, as well as to protect our natural resources and offer outdoor recreational opportunities to members of the community in a safe, healthy and enjoyable environment. They are committed to providing innovative and quality services to residents, businesses and service organizations in Shelby Township.



Why do we ask for your e-mail address?

This allows us to e-mail your receipts to you in a timely, cost efficient manner and gives you the opportunity to receive information about upcoming events and activities. Your e-mail address will not be sold or given to anyone for commercial use. Please keep your household and e-mail information current to allow us to serve you better.

Remember to add shelbyprm@shelbytwp.org to your safe sender list so your receipt is not stopped by your spam filter.

Charter Township of Shelby Parks, Recreation & Maintenance Department

Phone 586-731-0300
Fax 586-726-7228
E-mail shelbyprm@shelbytwp.org
Web www.shelbyparksandrecreation.org

Office Hours

Monday through Friday
8:30 am to Noon and 1:00 to 5:00 pm
The office closes daily for lunch from Noon to 1:00 pm

Spring and Summer Holiday Closings

The PRM Department will be closed on these upcoming holidays:
Monday, May 25 – Memorial Day
Friday, July 3 – Independence Day
Monday, September 7 – Labor Day



Parks & Recreation Activity Enrollment

REGISTRATION DATES

RESIDENTS of Shelby Township and Utica REGISTER NOW BY MAIL, DROP-BOX, PHONE-IN, WALK-IN, FAX OR ON-LINE! Unless otherwise noted, enrollment from residents using any of these methods will be processed upon receipt.

NON-RESIDENTS

Beginning MONDAY, May 4 non-resident enrollments will be processed according to date received. Non-residents must add \$7 for each activity unless description denotes a different fee.

EVENT RESERVATIONS not made in person will be assessed a \$2 mailing fee per family unless a receipt can be e-mailed. This does not apply to class enrollment. Event reservations are not available on-line. No refunds permitted on any fees of \$7 or less!



HOW TO REGISTER FOR AN ACTIVITY

Walk-in - Registrations are taken IN PERSON at the PRM Office. It is not necessary to complete a form for walk-in registrations. Payment can be made by cash, money order, check, VISA or MasterCard.

Mail-In - Please complete the REGISTRATION FORM ON THE NEXT PAGE and include it with your check, money order or credit card payment. Do not mail cash.

On-Line - Now you can enroll for classes and activities on-line at www.shelbyparksandrecreation.org. Event and other reservations are not available on-line at this time.

Fax-In - COMPLETE THE REGISTRATION FORM on the next page and fax it to us at 586-726-7228 with your VISA or MasterCard payment only. You may request confirmation of receipt of registration on your fax form.

Phone-In - PHONE the Parks, Recreation and Maintenance Department at 586-731-0300 to enroll for an activity using your VISA or MasterCard for payment. A receipt will be e-mailed to any household that has an e-mail address on file, otherwise your credit card bill is confirmation of your enrollment.

Drop-Box - Please complete the REGISTRATION FORM and place it in an envelope with your check, money order or credit card payment. DO NOT deposit cash. The drop box is located next to the entrance door at the Parks, Recreation & Maintenance Department.

ADDITIONAL INFORMATION

Enrollment Confirmation - Walk-in enrollment is confirmed at the time of registration. A receipt will be e-mailed for any enrollment not taken in person if an address is provided.

WE ARE UNABLE TO PRO-RATE FEES DUE TO LATE REGISTRATION OR PARTIAL CLASS ATTENDANCE.

Refunds - Requests honored before class meets for the 2nd time. Refunds for 1-day events must be requested at least 5 business days prior to the scheduled date. \$7 per enrollment will be deducted from refund for processing. A check will be mailed 3-4 weeks from date of request for cash and check transactions. Your card will be credited for VISA or MasterCard refunds. No refunds after 2nd class. Refunds will not be issued for any fee of \$7 or less. No partial refunds can be issued. See page 34 for information on Nature Center refunds.

Cancellations - Shelby Township PRM reserves the right to cancel an activity or program due to lack of enrollment or other circumstances beyond its control. If a cancellation is necessary, enrollees will be contacted by phone and a full refund processed.

Senior Discount - Enrollees age 65 or older are eligible for a 10% discount upon request at the time of registration. The discount is taken after non-resident fee is added - if applicable. Senior discount is not available for facility or park reservations.

Notice to Students - Instructors and/or staff members are not permitted to sell any product, service, or espouse any spiritual or religious activity while performing duties as an instructor or facility member for the Charter Township of Shelby. Said employees must state their occupation and commercial role at the first class meeting. In addition, literature with commercial content and/or business cards may be made available to students only upon the student's request. The Charter Township of Shelby, its Parks, Recreation and Maintenance Department and its staff are not responsible for any activities that may take place inside or outside the classroom or off Shelby Township properties.



Parks & Recreation Activity Enrollment

PLEASE PRINT CLEARLY AND COMPLETE ENTIRE FORM - INCLUDING SIGNATURE!

Registrations will be processed UPON RECEIPT for Shelby and Utica residents. Registrations for non-residents will be accepted beginning Monday, May 4. ENROLLEES WILL BE NOTIFIED ONLY IF A CLASS IS FULL, CANCELLED, OR REQUIRES A SUPPLY LIST. If you would like a receipt, please include a self-addressed, stamped envelope with your mail-in or drop-box registration, or you may request a fax-back receipt with your faxed enrollment.

DON'T FORGET TO SIGN THE SIGNATURE LINE. Include your check, money order, or credit card info. Make checks payable to: SHELBY PARKS, RECREATION & MAINTENANCE. PLEASE NOTE -- EVENT TICKETS not sold in person will be assessed a \$2 mailing fee. THIS DOES NOT apply to class registrations.

First Name _____ Last Name _____	First Name _____ Last Name _____	First Name _____ Last Name _____
Sex _____ Date of Birth _____ Grade _____	Sex _____ Date of Birth _____ Grade _____	Sex _____ Date of Birth _____ Grade _____
Activity # _____ Activity Name _____	Activity # _____ Activity Name _____	Activity # _____ Activity Name _____
Start Time _____ Start Date _____	Start Time _____ Start Date _____	Start Time _____ Start Date _____
Activity Fee _____ Non-Res Fee - \$7 _____	Activity Fee _____ Non-Res Fee - \$7 _____	Activity Fee _____ Non-Res Fee - \$7 _____
Total Fee: \$ _____	Total Fee: \$ _____	Total Fee: \$ _____

PLEASE PRINT CLEARLY AND SIGN BELOW

Street Address _____
 City or Township _____ Zip Code _____
 Email Address _____
 Home Phone _____ Work Phone _____
 Cell Phone _____
 Name of Parent or Guardian of Minor Child _____
 Emergency Contact Person _____
 Emergency Phone _____ Relationship to Enrollee _____

PLEASE COMPLETE APPLICABLE INFORMATION: Jersey Size S M L XL
 Is someone in the household volunteering? Circle: Coach Assistant Other _____
 Name _____ Phone _____
 Team with (names) _____

NOTE REGARDING PRINTING ERRORS - Our office staff does its best to make sure the information, including fees and dates contained in our newsletters and on flyers is correct. However, from time to time mistakes are made. We apologize for any misprints, but reserve the right to charge the corrected fee where a misprint is found.

WAIVER OF LIABILITY - In registering for the above, I hereby release the Charter Township of Shelby, its representatives, successors, and instructors of all liability for all types of damages or injuries, whether foreseeable or not, sustained by myself, my child, or other family members while participating in, observing, and traveling to or from the above listed activity. In addition, I hereby give my permission for the use of photos, video, or other likenesses of me or my minor child to be used in promotional materials for Shelby Township.

PLEASE SIGN HERE

 Signature of Student or Parent of Minor Student

PAYMENT INFORMATION

Check/Money Order # _____
 Credit card - circle VISA MasterCard
 Credit Card # _____
 Cardholder's Name _____
 Expiration Date _____

FAX-IN REGISTRATIONS ARE ACCEPTED WITH CREDIT CARD PAYMENT ONLY!

FAX FORM TO 586-726-7228

Mail registration form to:

Charter Township of Shelby
 Department of Parks,
 Recreation & Maintenance
 52700 Van Dyke Avenue

Shelby Township, MI 48316 FOR OFFICE USE ONLY

Processed by _____
 Date _____
 Fax _____ Mail _____ Drop-Box _____
 Notes _____

Parks & Recreation News

River Bends Park Pavilion Rentals

Looking for a great outdoor location for a grad party, family reunion, company picnic, birthday party or other get-together? River Bends Park has 3 pavilions that can accommodate up to 180 persons each, and you can reserve one for your special occasion. Each shelter is equipped with electrical outlets, access to water, restrooms, a playground area, sand volleyball courts (net is up, but you provide ball), and horseshoe pits (you provide horseshoes). There is no vehicle fee to enter this park, but a reservation fee is charged. River Bends is located on the south side of 22 Mile Road between Shelby and Ryan Roads. Reservations for 2009 dates are now being accepted. Please contact the PRM Department by phone at 586-731-0300 or e-mail us at shelbyprm@shelbytwp.org or visit our website at www.shelbyparksandrecreation.org for rates and other information.

Heritage Garden Reservations

Looking for a beautiful setting to hold your outdoor wedding or for family photos? You may want to consider picturesque Heritage Garden located on the Shelby Township Municipal Grounds. The garden, which is surrounded by ornate wrought iron fencing, is maintained by members of the Shelby Gardeners Club and the Parks, Recreation and Maintenance Department. Amenities include a 10 foot gazebo in a gated formal garden area adjacent to a 2 ½ acre spring-fed lake, and a brick walkway leading from the municipal building to the gazebo. Reservations are accepted on an hourly basis for a fee of \$25 for residents or \$100 for non-residents. Bookings for 2009 dates are now being accepted beginning at the Parks and Recreation Department. Don't wait to make your reservation -- dates fill quickly! Visit our website at www.shelbyparksandrecreation.org for more information or to download a brochure.

Wedding Ceremonies at Historic Hope Chapel

Are you recently engaged to be married? Shelby Township's Historic Hope Chapel located on the Shelby Township Municipal Grounds may be the perfect setting to take your vows in front of up to 80 guests. Reservations for 2009 weddings are now being accepted at the Parks, Recreation and Maintenance Department. Fridays, Saturdays and Sundays are available with Thursdays reserved for rehearsals. The fee is \$335 for Shelby and Utica residents or \$435 for non-residents for a 2 ½ hour time block and a one-hour rehearsal (must reserve time). The wedding party is responsible for contracting someone to perform their ceremony. Phone the PRM Department at 586-731-0300, e-mail shelbyprm@shelbytwp.org or check our website at www.shelbyparksandrecreation.org for details.



Register for Activities On-line!

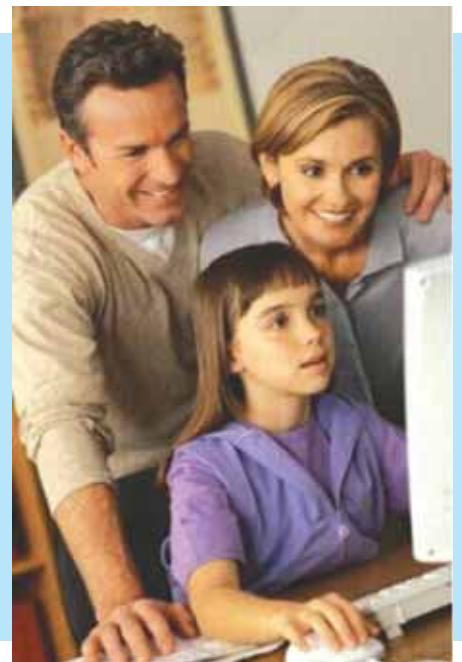
You can enjoy the convenience of enrolling for classes or other activities from your computer. Just visit our web site at www.shelbyparksandrecreation.org and click on the link for on-line registration any time - day or night!

IF YOU HAVE NOT ENROLLED by any method (phone, fax, mail or walk-in) in the last year, you will need to call us first to be placed into the system. After that you can log on and enroll at your leisure!

IF YOU HAVE ENROLLED by any method in the last year, you are already in the system. Just use your Household ID Number (found on the top left portion of your receipt under the enroll date, or call us) to log on. Your phone number is your password the first time you log on - after that you'll be prompted to choose your own password.

Follow the prompts on the screen and at the end you can submit payment by VISA or MasterCard with the assurance that your information is certified secure, as it is protected by Security Metrics.

For more information about on-line registration or if you need help logging on, please call the Parks, Recreation and Maintenance Department at 586-731-0300.



Parks & Recreation News

Make Money Teaching Your Hobby!

Interested in sharing your talents with others and make some extra money doing it? The Parks & Recreation Department is looking for instructors to create & teach adult and/or youth programs in some of the following areas.

Youth Dance	Youth Gymnastics
Youth Sports	Cheerleading
Arts & Crafts	Fitness
Nutrition	Cooking

Or any other topic that may be of interest to the residents of Shelby Township!

Compensation is based upon percentage of revenue from registrations and number of students.

Please phone Mike Adams at the Parks and Recreation Department at 586-731-0300 or e-mail him at madams@shelbytpw.org to discuss your proposal!



Shelby Parks and Recreation Department's Special Recreation Program

The Special Recreation Program allows teens and adults who are developmentally and/or physically impaired to gain confidence and a feeling of independence by meeting new friends and sharing fun social activities. Membership is free and the group continues to grow with over 120 registered members ranging in age from 12 through their late 40's.

Monthly activities include dinner outings, dances, sports nights, pizza and movie nights, craft days, bingo and seasonal bowling, basketball and softball leagues. Nominal fees are required and will vary for each activity.

Please call 586-731-0300 to register and be placed on the mailing list to receive the calendar of events which is mailed three times a year. If you have any questions you can contact Joe Youngblood at the number listed or by e-mail jyoungblood@shelbytpw.org.

Room Rental

Need a room for a business or organization meeting? A classroom-style room, complete with tables and chairs for up to 30 people is available for rent in the Shelby Community Center Monday through Thursday from 5:00 to 9:00 pm. Available dates are limited. Please call 586-731-0300 for availability and rates.

Purchase Discounted Amusement Park Tickets at the Shelby Parks and Recreation Department

- Tickets may be purchased from mid-May through August 28 in person only
- Payment may be made by Cash, Visa, or MasterCard only – no checks
- No refunds or exchanges after purchase

Park/Open Dates	Age/Height	Gate Price	YOUR PRICE	Savings
Cedar Point - May 16-Nov 1				
Junior/Senior	3+, Under 48" or Age 62+	\$19.99	\$18.00	\$1.99
Adult	3-61, 48" & Over	\$43.99	\$36.25	\$7.74
2-Day Ride/Slide	3-61, 48" & Over	\$73.99	\$68.25	\$5.74
Detroit Zoo - Jan 1-Dec 31				
Child	2-12	\$7.00	\$6.00	\$1.00
Adult	13-59	\$11.00	\$9.50	\$1.50
Michigan Adventure - Muskegon May 23-Sept 7				
Each	3 & Up	\$25.00	\$24.00	\$1.00
Oakland County Wave Pools (Waterford Oaks or Red Oaks) - May 23-Sept 7				
Child	30"-42"	\$8.00-10.00	\$6.50	\$1.50-3.50
Adult	43" & Over	\$12.00-16.00	\$10.50	\$1.50-\$5.50

