



# LAGRANGE *summer* DAYCAMP REGISTRATION TIPS!

**Opens to LaGrange Residents – Tuesday, 3/4, 9am  
& Eligible Non-Residents (if availability), 3/18, 9am  
Online at [www.lagrangeparksandrec.com](http://www.lagrangeparksandrec.com)**

LaGrange Day Camp fills VERY quickly. It is suggested that you register **ONLINE** and **NOT** wait in line in person in the Recreation Office on registration day. **Office staff use the same system everyone else uses and will get closed out the same.** Camp sessions sell out within minutes of opening. It is in your best interest to upload and fill out all the requirements in advance and be in your account on 3/4, ready to purchase at 9am. Your cart holds for only 15 minutes.

***NOTE: uploading documents in advance does NOT guarantee enrollment in camp.***

**Prior to 4:00pm on Friday, February 28th,  
(there will be no account, member, or residency approvals the week of 3/4),  
we strongly suggest you:**

**1** Access, update, or create your account and check to be sure your username and login work correctly and all potential campers are listed as members. Allow 48 hours for review.

***If you request a password reset and your account has multiple people with the same email address, you will receive a conflict message. Please contact the office PRIOR TO FRIDAY, 2/28 at 4pm for resolution: 845-452-1972 ext 2.***

***Phone help will be limited the week of camp registration.***

**2** Upload your 2025 proof of residency in the form of a property tax or utility bill to each child you are looking to register for camp (tip: upload to all members on your account and be set to register for programs and events throughout the year!) Allow 48 hours for approval.

**3** Upload your child(ren)'s current immunization records from a doctor (within last 12 months). Be sure it's legible and shows name, date, and all vaccines to date. Immunizations will stay "pending" until registration is completed and records are reviewed.

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**4** Complete the online health form for each child:  
[http://lagrangeny.myrec.com/info/household/members/custom\\_forms/add.aspx?FormID=18](http://lagrangeny.myrec.com/info/household/members/custom_forms/add.aspx?FormID=18)

**5** Review your child's birthday and grade. If blank, or incorrect, this will cause an issue registering! Contact the Recreation Office to update at 845-452-1972 or [recreation@lagrangeny.gov](mailto:recreation@lagrangeny.gov).

**6** Be sure you know the address that is attached to your credit card. If it is not the same as on your account, you will need to manually change the address on the credit card screen at check out or it will be declined. This will slow checkout. There is a 3.1% credit card fee charged by the processor for all transactions.

**CITs!**

## **COUNSELORS IN TRAINING (AGES 15 & 16)**

Camper must complete the **CIT APPLICATION**. Interested CIT applicants will register to a waitlist for application review. You will be contacted for payment once accepted into program.

CIT Application:

[http://lagrangeny.myrec.com/info/household/members/custom\\_forms/add.aspx?FormID=19](http://lagrangeny.myrec.com/info/household/members/custom_forms/add.aspx?FormID=19)

**NOTE: Following these tips and uploading forms early does NOT guarantee a spot in camp.**

Once a session is full, registrants will be waitlisted. The waitlist is not a first come, first served process. It is based on age group availability.

*There are no refunds for LaGrange Day Camp.*

We are here to make the process as easy as possible for you.

Let us know if you have questions

**BEFORE 2/28 AT 4:00PM** by calling the Recreation Office at 845-452-1972 ext 2.

