

Activity Search Criteria

*Type: Friends of Park & Rec, Preschool/Tot Activities, Rec Brochure, Run, Senior Programs, **Summer Kids Klub**, Trips & Travel, Youth Activity

*Subtype: **All Sub Types**, Field Trip Days, Tyke Site Field Trips

Age: **All Ages**, 3 Months, 6 Months, 9 Months, 1, 2, 3

Grade: **All Grades**, Pre-K (0-3), Pre-K (3-5), Kinder, 1st, 2nd, 3rd

*Location: **All Locations**, **South Bethlehem Church**, County Line School, Firemen's Park, Germantown Park & Rec, Kennedy Middle School, Kinderberg Park

Year: 2016

Sort Option: Activity/Section | Keyword Search: | Keyword Search Option: Match One

Activity Number: | Display Option: Calendar

Search **Reset**

1. Login into your account on the main page
2. Click the "Kids Klub Registration" link on the front page
3. At the top of the screen you have "Activity Search Criteria." In this area select
 - * **"TYPE"** Summer Kids Klub
 - * **"SUBTYPE"** All Sub-types
 - * **"LOCATION"** Your School".

4. Once you have your search criteria selected click the "search" button.
5. Click on the days that you are interested in registering for on the calendar. Days will show green with + sign until clicked, then will turn blue with - sign. Notice that white bar will appear at bottom of screen showing days selected
6. Click "add to cart"

Toggle Items in the Calendar

June - 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

KKlub Amy Belle AM 10/28/2015 @ 6:00 am
 KKlub County Line AM 11/02/2015 @ 6:00 am, 11/04/2015 @ 6:00 am
 KKlub County Line PM 11/03/2015 @ 3:45 pm

Add to Cart **Clear Selection**

7. A new screen will pop up with children that are in your household. Click on the children that you are interested in registering. You may click on multiple.
8. Click continue

Welcome, TEST #14849 | [Logout](#) | [Shopping Cart \(0\)](#) | [Wishlist \(0\)](#)

TESTKID TEST

KKlub Amy Belle AM (515402-01)

KKlub County Line AM (515404-01)

testkid2 TEST

KKlub Amy Belle AM (515402-01)

KKlub County Line AM (515404-01)

Continue **Cancel**

SEE NEXT PAGE

KKlub Amy Belle AM (515402-01) On 10/28/15 for TESTKID TEST (Purchase)

Billing Option

Copy Billing Information

Daycare Monthly - Installment Bill

* Pay in Full
 * Daycare Monthly - Credit Card - 4***4194
 * Daycare Monthly - New Credit Card

HOUSEHOLD:14849 TESTKID TEST TEST TEST Germantown WI 53022 PARTICIPANT: TESTKID TEST LIABILITY WAIVER All participants are required to sign the following release. Parents or guardians must sign for minors. I/We the undersigned do hereby agree to allow the above named to participate in the activity indicated. I am/we are aware of and understand that there may be potential risks inherent with participating in any recreation activity and that the Village of Germantown DOES NOT provide accident insurance. I/we assume all risks and hazards incidental to such participation including transportation to and from the activities and do hereby waive, release, absolve, indemnify and agree to hold harmless the Germantown Park and Recreation Department, its officers, employees and other persons for any and all claims, injuries, liabilities, damages or right of action directly or indirectly arising out of use of Germantown Park and Recreation Department facilities, equipment and/or participation in Germantown Park and Recreation sponsored activities. Photos may be used in publications and/or the web site. Kids Klub & Playgrounds Note: My child has permission to attend field trips and it is understood that the said organizations are not responsible for any lost or stolen articles or any liability that may occur on any of its sponsored trips.

I agree with the above *

Continue Cancel

9. The payment screen will pop up at this point. Select box to “copy billing information”

(it may ask you more than once, just keep selecting copy billing information & select same billing option)

* "Pay in full" means pay now (you will enter payment info at checkout)

* "Daycare Monthly Credit Card" will auto-debit selected card on the 1st & 15th of the month

Click box to “agree to waiver” & Click Continue *if receive an availability conflict, disregard and select continue*

Welcome, TEST #14849 | [Logout](#) | [Shopping Cart \(5\)](#) | [Wishlist \(0\)](#)

✓ New Charges In Shopping Cart

Shopping Cart

Showing 1 To 5 Total Results (5)

Description	Name	Total Fees		
KKlub Amy Belle AM (515402-01) On 10/28/15 (Enrolled)	TESTKID	* \$ 0.00	🗑️	♥️
KKlub Amy Belle AM (515402-01) On 10/28/15 (Enrolled)	testkid2	\$ 0.00	🗑️	♥️
KKlub Amy Belle PM (515406-01) On 10/29/15 (Enrolled)	TESTKID	* \$ 7.75	🗑️	♥️
KKlub County Line AM (515404-01) On 11/02/15 (Enrolled)	TESTKID	\$ 0.00	🗑️	♥️
KKlub County Line AM (515404-01) On 11/04/15 (Enrolled)	TESTKID	\$ 0.00	🗑️	♥️
Grand Total Fees Due		\$ 7.75		
Total Old Balances Not in Shopping Cart		\$ 0.00		

Apply Gift Certificate/Coupons/Rewards

Type: Code:

10. Your shopping cart will appear. It total fees shows \$0.00 (you selected a billing option)*

If Total Fees show an amount you selected pay in full option*

Review items in cart and click “proceed to checkout”

11. If paying in full, enter payment information *If having trouble after submitting payment, try entering CC expiration date WITHOUT the “0” in front of a single digit month*

12. You will receive a email receipt detailing what you have registered for.

This is your confirmation that your registration is complete! **Review ALL DATES ARE CORRECT**

If you do not receive a receipt, then call our office at (262)250-4710 as a step was not completed and your child is not registered or we do not have your email address correct in our system.

Thank you for your patience!