



Resident Status:

Resident = Within Greenville City limits

Non-Resident = Outside city limits, even if you are in the Greenville Public School District or have a Greenville address.

If you reside within the city limits of Greenville and pay property taxes to the city, a portion of those taxes help support our department. Therefore, residents get a discount. [View City of Greenville Map](#)

If you are a landlord of property within city limits, your tenants will receive the resident discount.

Programs Registration Guide:

- Registrations are processed on a first come first served basis.
- Full payment must accompany registration. Due to the nature of our fee structure, we reserve the right to ask for address verification from all participants.
- We encourage customers to register online (greenvillemi.org/register) but we will take registrations by walk-in or on the phone.
- We accept cash, Visa or Mastercard, and checks. Checks should be made payable to: GARCC or Greenville Area Recreation & Community Center.
For special events, a small processing fee may be charged by the host site and will be added to your total charge when purchasing tickets online/using a credit card. This processing fee is non-refundable
- You cannot participate in a program you are not registered for.
- A minimum and maximum number of participants are required for each program. These guidelines are necessary to ensure the best possible instruction for each participant. The Greenville Area Recreation & Community Center (GARCC) may increase or reduce program size if necessary.
- If minimum enrollment numbers are not met, the GARCC reserves the right to cancel a program. Program cancellations due to low registration will be made at least two (2) days before the start of the program. Participants will be notified and will receive a 100% refund of the program fee.
- Individuals under age 18 must have a parent/guardian signature liability and/or concussion waivers.
- Individuals can be placed on a waiting list if their requested program is full. If space becomes available, waiting list members will be notified. We will give participants 1 business day to agree and pay, then we move on to the next on our list.

Late Registration:

Customers that register after the registration deadline will be considered late. Typically, customers can only register late by phone or walk-in. Payment must accompany registration with a \$5 late fee for each participant. GARCC reserves the right to deny late registrations and add them to the program's wait list.

Walk-in / Telephone Registration:

Walk-in registrations will be taken at the GARCC, located at 900 E. Kent Rd, Greenville, MI 48838. To register by phone, please call 616.754.9163.

Registrations are accepted during the following office hours:
Monday-Friday: 9AM – 5 PM (*Special hours for holidays*)

****All participants are required to read and sign GARCC liability waivers before participating. Waivers are available on your online account or can be requested to be emailed or printed off. ****

Parent & Guardian Policy:

A parent or guardian must be present in the immediate class area for all programs involving children ages 5 and under. By participating and authorizing participation in GARCC activities, programs, and special events, individuals agree to adhere to the policies set forth.

Code of Conduct:

GARCC offers opportunities for all to be involved in recreational and enrichment programs in a healthy environment. We strive to create an atmosphere of respect, courtesy, and positivity. Appropriate behavior and treatment of others is expected for all employees, volunteers, patrons, spectators, and participants. Attending/participating in any of our programs, you are agreeing to abide by our code of conduct with zero tolerance to inappropriate behavior. The Greenville Area Recreation & Community Center reserves the right to dismiss anyone during a program/event who does not follow our code of conduct.

Photography:

GARCC will periodically take pictures of participants in our programs and during special events. Please be aware that these photos are for the Recreation & Community Center's marketing materials (brochures, flyers, etc.) or web site or social media. You must give us written notice if you or your family members do not want to be photographed or published.



Privacy Policy:

Personal information provided to GARCC is used solely for the purpose of participating in programs. GARCC will not share information with outside parties. We will disclose personal information if we are required by law or by a court order, in response to a law enforcement agency, to the extent permitted under other provisions of law, to provide information, or for an investigation on a matter related to public safety.

If you have a complex family structure, please let us know if anyone not listed on household account can receive information about participant's games, practices, class, etc.

If you have any questions or concerns, please contact us at our main office 616.754.9163.

Programs Refund Guide: Excludes Facility Rentals, please review Rental Contract for more information.

- **No refunds** will be issued for requests made after 1st session/practice/game date.
- GARCC reserves the right to cancel a program. Program cancellations due to low registration will be made at least two (2) days before the start of the program. Participants will be notified and will receive a 100% refund of the program fee.
- Customers requesting a refund must directly contact our office by email (Recreation Department: grec@greenvillemi.org; Greenville Area Community Center: gacc@greenvillemi.org).
- If a refund request has been approved, refund will be processed back to the credit on a debit/charge card used at registration, or check mailed from city hall, depending upon the customer's method of payment for the original transaction (**minus a \$5 administrative fee**). If a refund is placed on the customer's in-house account, there will be no administrative fee. *Account credit will expire 1 year after the date it was issued.*

Approved refunds will be processed back to the appropriate payer and payment method:

- Check refunds can take up to a few weeks to be issued.
- Credit card refunds should be posted about a week.
- If a refund request is made for which we have incurred expenses on your behalf, a refund may not be granted. Expenses may be but are not limited to uniforms, equipment, supplies, etc.
- Refunds will not be made for an individual's absences (i.e., illnesses, vacations, etc.) and cannot be made up nor may you participate in a class other than the one you are registered for. *This includes conflicts with youth sports league practices and games.*
- There are no pro-rated fees once the program has begun.
For camp/clinic: there will be no refunds if a camper does not attend camp for one or more days during the week regardless of reason.
- GARCC will try to reschedule a make-up class or game if a program has been cancelled due to adverse weather conditions. There will be no refund if a class cannot be rescheduled or if a participant cannot make the rescheduled class or game.
- Convenience fees are non-refundable. All pricing listed is cash pricing.
- HCAT production cast fees are non-refundable.

Adverse Weather Conditions Guidelines:

For event and program cancellations, GARCC uses RAINOUT Line. There are links to RAINOUT Line on our website at greenvillemi.org/garcc. **You can download the FREE APP for Android or iPhone, or call 616.794.8800, or sign up online at <http://rl5.us/2u08hr4> to receive text and/or email notifications. Individuals are responsible to sign up to receive notifications regarding cancellations.**

Decisions on weather cancellations are made later in the day and notifications are made in the most effective manner. We **DO NOT** call individual registered participants to announce cancellations or changes.

If Greenville Public Schools are cancelled, programs are cancelled **ONLY IF THEY UTILIZE SCHOOL FACILITIES.**

You can also find cancellation updates on our Facebook page [@YourGARCC](https://www.facebook.com/YourGARCC)

Lost & Found:

GARCC is not responsible for any items lost or stolen or damaged during any of our programs/events. Any found items are taken to the GARCC office. Any unclaimed items will be disposed of by the Greenville Area Recreation & Community Center at the end of the season.

Greenville Area Recreation & Community Center will make every attempt to contact the property's owner whenever possible.



Greenville Area
Recreation & Community Center

**GREENVILLE AREA RECREATION
& COMMUNITY CENTER**

900 E. Kent Rd., Greenville, MI 48838
P: 616.754.9163 | F: 616.754.5885 | HOURS: Mon-Fri, 9am-5pm
grec@greenvillemi.org | gacc@greenvillemi.org | www.greenvillemi.org/garcc



Events

WHAT: Annual or Semi-Annual Events	INFO	
Flat River Community Players—FRCP	Adult theater performances at GARCC Specific info released a few weeks before performance dates	Seasonal, varies Purchase tickets online at Garcctickets.ludus.com
Craft Fairs at the Community Center	Vendors register & pay in advance 1 Saturday in Nov & Dec	Open to public 9am—2pm No charge for public to enter
Luminary Walk	Location varies Small fee to support GARCC	Winter
Mother Son Event +	"Glow party", DJ, games, refreshments	Fall event theme may vary Garcctickets.ludus.com
Father Daughter Dance	DJ, refreshments, dancing, momento, professional photos	Feb event theme may vary Garcctickets.ludus.com
Tri Greenville Triathlon Duathlon	Online registration — trigreenville.com Fundraiser benefits recreation activities	First Saturday in June Start/Finish at Baldwin Lake Beach
Ash Cultural Event <i>Funded in part by the Stanley & Blanche Ash Fund, & GACP</i>	Something special each time, this event brings a new experience not often found in the Greater Greenville Area	A concert, Irish Dancers, ABBA cover band, Children's show, Chinese acrobats, endless possibilities!!
Murder Mystery Dinner Theater	Annual fundraiser benefits community center activities	You may see familiar faces, or "local celebrities" on stage

Additional Activities
ALL AGES

WHAT—WHERE	INFORMATION	AVAILABILITY
Fred Meijer Flat River Trail	4.4 mile paved path	Open year around
Shearer Road Mountain Bike Trail	Intermediate Level Trail — 4.6 mile	Open year around
Edwards Creek Mountain Bike Trail	Intermediate - Advanced Trail — 7.35 miles	Open year around
Canoe/Kayak/Tube Rental	Weekday or Weekend Rentals Transport craft to waterway of your choice	April-October
Tower Mountain Ski Tow Rope	No charge Dec — Feb (weather permitting)	Hill is open for use even if Tow Rope isn't running
Tower Park Disc Golf Course	18 hole disc golf course	Open year around
Parks Veterans Park, Pearl Street Park, Community Center, Tower Riverside — some amenities only available at select locations	Picnic pavilions, gazebo, play areas, Skate Park, Splash Pad, tennis, basketball, pickleball, volleyball	A permit may be required if you are planning a gathering — Call Us

And More ...

Facility Rentals	See website or contact us by phone, email or in-person for details & availability
Job Opportunities	Seasonal officials, Theater Technician, Facility/Program Supervisor, Specialized Instructor, Camp Director/Counselors
Sponsorships, Donations	Youth League team Supporter, Event Benefactor, Theater Enthusiast
Volunteer	Coach/Asst, Event Staff, Special Projects

Look for us on Facebook: YourGARCC

>> All information is subject to change. Info valid as of Dec2022. See website for more details.

+ NEW or RETURNING PROGRAM

** All youth programs welcome boys & girls. Some will separate into divisions while others are co-ed.

Policies and Procedures

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& COMMUNITY CENTER**

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Programs

WHAT	WHO **	WHEN	SIGN-UP ENDS
Tae Kwon Do	Ages 5 and up	Mondays, year-round	1st of each month
Gymnastics +	15 months—10 years	Seasonal	Dec, Mar, June, Aug
Youth Soccer League	4-14 year-olds	Spring & Fall	February, August
Track & Field Clinic	K-7 grades	Summer	May
Golf Clinic	6-14 year-olds	Summer	May
Tennis Camp	5-14 year-olds	Summer	July
Sports PLUS Camp	6—11 year-olds	Summer	June, July
Musical Theater Summer Camp	K—5 grades	Summer	July
Yellow Jacket Soccer Clinic	4—14 year-olds	Summer	July
Jump Start Band	6th Grade Band kids	Summer	July
Hans Christian Andersen Theater—HCAT	K-12 grades <i>Age varies each season</i>	Seasonal	Auditions: Jan, April, May, Sep Performance: Mar, June, Aug, Nov
Blastball T-Ball	3—5 year-olds	Spring & Summer	May, July
HCAT Workshops	K-12 grades	Varies	TBD
Pickleball Lessons	18 years and up	Varies	TBD
Kiddie Kickers Soccer	3—5 year-olds	Spring & Fall	April, Sept
Yoga & Mindfulness +	K—5 grades	Seasonal?	Sept, Jan, more TBD
Babysitting Class	10—15 year-olds	Varies	TBD
Youth Basketball League	1—7 grades	Winter	Late Oct / Early Nov
Dance +	3—10 year-olds	Seasonal?	January
Youth Volleyball Clinic	2—6 grades	Winter	January
Lil Learners	3—5 year-olds	Seasonal <i>Sports vary by season</i>	Feb, May, July, Sept
Kindergarten Hoopers	Kindergarteners	Winter	December

Teams - Adults
Unless noted otherwise, must be at least 15 years old to participate

WHAT	WHO	SIGN-UP ENDS
Indoor Volleyball League	6 on 6 Co-Ed League	January
Summer Softball League	Co-Ed & Men's Leagues	April
Pickleball Ladder Leagues	Co-Ed, 16 years and up	Seasonal—April, July, Sept
Fall Softball League	Men's & Co-Ed Leagues	August
Danish Softball Tournament	Men's, Co-Ed, Women's Tourney Must be at least 18 years old	Register by late-July Event: 3rd full weekend in August

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