

SPORTS AND RECREATIONAL ACTIVITIES

**** NEW ****

Registration procedures through the Recreation, Culture and Community Life Department for identified courses (*)

REGISTRATION from December 1 (10:00) to Sunday, January 8 (16:00)

- BY INTERNET: Go to www.morinheights.com and click on the "online service" menu and "online registration" submenu or [click here](#).
- BY PHONE (450 226-3232, ext. 132) OR IN PERSON at Chalet Bellevue from Monday to Sunday, 9:00 to 16:00

The Municipality reserves the right to modify the rates without notice and to cancel or merge courses in the event of an insufficient number of participants. Please note that a minimum number of registrations for the entire session is required for the course to take place and that it is offered on an à la carte basis.

HOW TO REGISTER?

STEP 1:

Obtain your citizen card (if you already have one, go to step 2)

Each person (adult or child) who wishes to register for an activity and benefit from the "resident" rate must have a VALID citizen card. To find out how to obtain or renew your card, please consult this link: <https://morinheights.com/Citizen-Card>. It will then be possible to register online, by phone or in person.

STEP 2 :

Internet registration (Need assistance? Chalet Bellevue's staff can assist you by phone)

1. Go to the Municipality's home page at <https://morinheights.com>
2. Click on the menu « online services » then « online registration »
3. Log in to your account or create your account
4. Follow the steps indicated

By phone

1. Contact the Recreation Department during business hours with your citizen card in hand
2. If your card is expired, you will need to renew it

In-person

1. Present yourself at the Chalet Bellevue during business hours with your citizen card in hand
2. If your card is expired, you will need to renew it
3. The staff at the front desk will be able to register you and collect your registration fees

PAYMENT METHODS

- Online registration: credit card
- Phone registration: credit card
- Registration in person: credit card, cash, debit card or cheque made payable to the Municipality of Morin-Heights

RATES

- The Municipality reserves the right to modify the course fees without notice
- Non-residents can register for all courses by paying the non-resident rate
- For courses offered under the intermunicipal agreement: proof of residency is required to benefit from the resident rate

CANCELLATION POLICY

If a person registered in a course wishes to cancel, the following refund schedule is provided depending on when the request is made:

- Before the 2nd class: 90% of the registration fee minus a \$10 administrative hold
- After the 2nd class: 75% of the registration fee minus a \$10 administrative hold
- After the 3rd class: no refund possible

DEADLINE FOR REIMBURSEMENT

- **For a registration paid by cash, debit, or cheque:** Please allow a delay of 4 to 6 weeks before receiving the refund cheque at the mailing address on file.
- **For online or over-the-counter registrations (Visa or Mastercard):** Refunds will be issued as soon as possible.

The Municipality will reimburse the registered participant the full amount of the registration fee for an activity when:

- The Recreation Department cancels the activity due to a lack of participants
- The participant cancels his/her participation before the activity begins
- The activity cannot be carried out for any reason beyond the control of the Recreation Department