

Adventure Playground
City of Irvine • University Community Park
(949) 724 - 6818

How the FINAL process works:

Dear Group Organizer/Coordinator:

Thank you for choosing to visit Adventure Playground as one of your activities during this upcoming summer break. By having received this registration packet, your group currently has a CONFIRMED Adventure Playground Special Event Date. In order to complete event registration, we will need you to read and review the information provided to you in this packet. Thank you, again! We look forward to seeing you soon.

CHRIS PUDER

*Community Services Senior Leader
Adventure Playground Coordinator
City of Irvine*

LYDIE DELIEUZE

*Community Services Program Coordinator
University Community Park
City of Irvine*

3 STEP AP SPECIAL EVENT REGISTRATION PROCESS

STEP 1: Review AP Special Event Registration Sheet...

- All special events are for 2 hours
- AP special event cancellations AND/OR changes need to be made at least 2 weeks prior to event date. There will be no refunds given to groups that have not notified us of changes within two weeks of event date.
- Select two to three activities.
- Read and sign Liability Waiver and return via email to cpuder@ci.irvine.ca.us or fax 949-733-3905.
- Ensure all information is correct and accurate.

STEP 2: Review “Other Information” Sheet and Emergency Form.

- The “Other Information Sheet” contains pertinent information related to Adventure Playground. What is Adventure Playground? What type of attire should I wear? Where is it located? All questions are answered on this sheet. We recommend that each participant’s parent and/or guardian be given this sheet.
- Please duplicate enough copies of the “Universal Emergency card” for all child participants in your group. This is a one page form and is located in the last page of this packet. This form must be filled out by each participant’s parent and/or guardian and submitted on the day of your visit. Signed Emergency Forms are required in order for your children to participate.

STEP 3: Review “Rules and Regulations” (Half Sheet).

- Share with staff and your participants the rule and regulations.