



Claremont Human Services

REGISTRATION

Register Online at
claremontrec.com

by phone, or in person at
Alexander Hughes Community Center



REFUND POLICY

- ★ Many classes have limited enrollment, and are subject to closure after reaching a maximum registration.
- ★ While every attempt is made to adhere to the dates, times and locations listed in the recreation brochure, all classes are subject to change or cancellation if minimum class enrollment is not attained.
- ★ Classes cancelled by the City will result in a full refund.
- ★ Refund and transfer requests must be received at least 72 hours prior to the second class or within 24 hours after the first class if the class meets more than once per week. One and two day workshop refund and transfer requests must be received 72 hours prior to the first class meeting.
- ★ The City reserves the right to cancel classes if enrollment does not meet the required minimum number of students.
- ★ A \$5 handling fee will be charged, per class, for the processing of requests for refunds or transfers.
- ★ If the refund amount is \$5 or less, a credit will be applied to your customer account at the Hughes Center.
- ★ \$8 registration fee, and \$2 Contract Class Equipment Fee included with most classes is non-refundable.
- ★ All refunds will be mailed within 4-6 weeks.
- ★ All refund and transfer requests must be made by contacting the Alexander Hughes Community Center office at (909) 399-5490. Online refunds and transfers are not available.