

## Online and Walk-in Winter/Spring Registration Begins:

**Residents**  
Wednesday, December 2 at 8:00am

**Non-residents**  
Wednesday, December 16 at 8:00am

## Residency

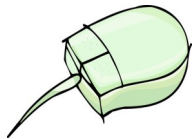
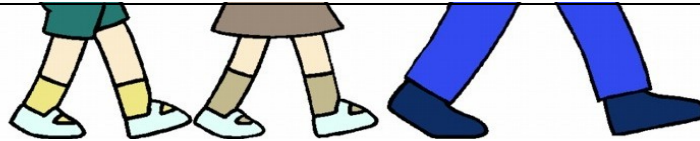
- Participants who reside within the City of Palm Beach Gardens boundaries support the Recreation Service facilities and programs through property taxes; therefore, all residents receive a special discounted fee on all programs offered.
- Proof of residency verification requires a Florida driver's license with a current address, or a property tax document.
- In order to receive the City resident rates, youth participants listed on the registration form must reside with at least one parent/guardian within the City of Palm Beach Gardens.



**Registration is accepted online or in person at any of the Recreation Division service desks.  
Registration is not accepted over the telephone.**

## Walk-in Registration

- Prior to enrollment in any program, a first time participant is required to register his/her household, either online or in-person.
- Walk in participants must complete a household information and release of liability waiver registration form.
- Walk-in registration is accepted at the Burns Road Recreation Center, Riverside Youth Enrichment Center or Tennis Center service desks.
- Registration is only accepted from parents/guardians who have legal responsibility for the children participants.
- Acceptable forms of payment include cash, personal checks, Visa, MasterCard or American Express.



## Online Registration @ [www.pbgfl.com](http://www.pbgfl.com)

The City strongly encourages all participants to familiarize themselves with the online registration site prior to the first day of enrollment. Should you require assistance with your user name or password, or encounter any problems with online registration, please call 630-1100.

**A first time participant** is required to register his/her household, either online or in-person.

If registering online, please follow these instructions:

- Access [www.pbgfl.com](http://www.pbgfl.com) and click on "Recreation & Parks" tab on the main tool bar.
- Click on "Click here for online registration."
- "Click here" next to "First Time User?"
- Complete all household information requested.
- Click "Submit".
- Enter individual family member data. Be sure to indicate birthdates and gender.

Upon receipt of household/family information, an email confirmation will be sent granting access to the online registration program. Follow steps indicated for **"A returning participant"** below.

**A returning city recreation participant** is advised to follow these steps:

- Access [www.pbgfl.com](http://www.pbgfl.com) and click on "Recreation & Parks" tab on the main tool bar.
- Click on "Click here for online registration."
- Click "Log on" next to "Already have an account with us?"
- Enter your unique user name and password.
- Click on "Search". Choose your desired type of program. Click "Search".
- Click on the blue link listing the activity to see all available sections.
- Check the boxes next to your desired program(s).
- Proceed to checkout.
- Acceptable forms of payment include Visa, MasterCard or American Express.

**Cancellation/Refund Requests**  
Cancellations will be subject to an administrative fee of \$10 per activity or rental reservation. Please provide at least one week notice prior to the beginning of the program so that another person may participate.