

Instructions for Uploading Participant Emergency Form



1. Complete the Participant Emergency Form that was attached to your summer camp registration receipt or you can find the form at <https://phparks.org/district-forms-and-permits/>. Once complete, save the form on your computer or mobile device to be uploaded.

2. Go to <https://secure.rec1.com/IL/prospect-heights-park-district-il/catalog> and login to your account. Click "Account" to be taken to your account dashboard.

3. At the bottom of the account actions, you can "Upload Documents".

MY DASHBOARD

ACCOUNT MEMBERS

Ray Doerner
110 W Camp McDonald Rd.
Prospect Heights, IL 60070

+ Add New Account Member

NEW NOTIFICATIONS

You have no new notifications

View Inbox

MY UPCOMING EVENTS

Jun 9th 09:00 - 03:00pm - Ray Doerner - (Activity) Sports Camp 6th-8th Grade Week 1 MWF 06/09-06/13

Jun 10th 09:00 - 03:00pm - Ray Doerner - (Activity) Sports Camp 6th-8th Grade Week 1 TTH 06/10-06/12

Jun 11th 09:00 - 03:00pm - Ray Doerner - (Activity) Sports Camp 6th-8th Grade Week 1 MWF 06/09-06/13

Jun 12th 09:00 - 03:00pm - Ray Doerner - (Activity) Sports Camp 6th-8th Grade

Browse/Register Now!

- Account Statements
- Transaction History
- Manage Memberships
- Waiting List Status
- Check-in History
- Contact Preferences
- Event Calendar
- Scholarships
- Upload Documents**

4. Upload your completed Participant Emergency Form. Once uploaded, you will have a date and time the file was uploaded, and you can delete the file if you need to upload a new form.

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What You Need to Know Before Setting Up Your New Account

MEMBER	DOCUMENT TYPE	STATUS	EXPIRES IN
Ray Doerner	Participant Emergency Form*	Click or drag to add a file...	
Ray Doerner		File Uploaded on 10/28/2024 10:21 AM	

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*Required