



## RACER to offer improved City registration services

The City of Cerritos is pleased to announce that a new, upgraded online registration system for recreation, library and senior center activities, classes, excursions and services is now available. The new system, RACER Powered by CivicRec, is a robust product that offers many exciting new features. RACER (Register for Activities, Classes and Excursions Rapidly) is also used by City staff to manage all facility reservations.

### RACER Features

RACER provides excellent processing speed and capacity, so you will not experience a delay in the online registration process. The RACER web page has a responsive design and can be accessed through cell phones, tablets and computers. The course catalog is easy to search and can be filtered by the program type, location, age group or day of the week. Once registration for activities is completed, the information can be shared with your Google Calendar or Microsoft Outlook account. The registration receipt is also enhanced with line item descriptions for each charge.

**CLASS/eConnect has been discontinued and replaced with the RACER online system. All patrons, including those in the CLASS/eConnect system, will need to set up a new account with RACER before registering for activities or classes.**

## Required steps to register for a new RACER account



**Have an existing e-mail address**



**Visit a City facility** to show proof of ID and/or residency and to complete account setup



To use the new system, you will need to first register for RACER accounts for yourself and your family members. Below are the requirements to setup your new RACER account.



### Have an existing e-mail address

An e-mail address is required to open a RACER account. If you do not have an e-mail address, please visit the Cerritos Library. A staff member will assist you in creating a free e-mail address. Patrons age 50 and older can receive help with setting up a free e-mail account by visiting the Cerritos Senior Center.



### Visit a participating City facility

to show proof of ID and residency and to complete account setup

To register for RACER, **you must visit one of the participating City facilities** (see next page) and show proof of identification and residency. City staff will verify your information and activate your account.

# Participating City facilities for RACER registration

RACER account registration will be offered at the following locations and times:



## Cerritos City Hall Recreation Services Counter

Account Setup Hours:  
Mon.–Fri., 8 a.m.–5 p.m.



## Cerritos Library

Account Setup Hours:  
Mon.–Fri.,  
10 a.m.–9 p.m.  
Sat. 9 a.m.–5 p.m.



## Cerritos Senior Center

Account Setup Hours:  
Mon. & Wed.,  
7:30 a.m.–8:30 p.m.



## Heritage Park

Account Setup Hours:  
Tues. & Thurs.  
10 a.m.–9 p.m.

## Proof of ID and residency for adults and children

RACER account activation requires that you present documentation to establish your city of residence and age. Residency documentation helps ensure Cerritos residents receive priority registration. Please bring the required documentation to City Hall, Cerritos Library, Cerritos Senior Center or Heritage Park to complete the account activation process.

### Adults (ages 18 and over)

All registering adults must provide **one** of the following with current address:

**California Driver's License**

**California Identification Card**

**Government-issued I.D.**

All registering Cerritos resident adults must additionally provide **one** of the following, postmarked within the last 60 days:

**Utility bill**

**Rent receipt**

**Tax bill/Social Security statement**

**Escrow papers**

**Credit card statement**

**Bank statement**

**Car registration**

Note: Both items presented for adult residency verification **must show your name and the same address.** The City cannot accept a P.O. Box or mailing address.

### Children (under 18 years of age)

Adults must provide **one** of the following for **each** of their registering children:

**Birth certificate** (original or copy)

**Statement from the local registrar or County Recorder** listing the date of birth

**Baptism certificate** (duly attested)

**Passport**

**Adoption record**

**Hospital or physician's certificate** listing the date of birth

**Affidavit from the parent, guardian or custodian of the minor**

**Current year tax form**

**Insurance paperwork**

**School I.D. or school emergency card with birthdate**

**The City appreciates your cooperation in registering for RACER.**

**For more information** about RACER, call the Recreation Services Division at (562) 916-1254.