



The Maryland-National Capital Park and Planning Commission  
Department of Parks, Montgomery County

## Fee Reduction Program

### Application Procedures



The M-NCPPC Montgomery County Department of Parks is committed to serving the needs of all residents of Montgomery County. M-NCPPC recognizes that many residents are financially unable to participate in the activities and programs offered at our fee-based facilities. Therefore, M-NCPPC has established a Fee Reduction Program to make these facilities available to as many county residents as possible.

**This program includes two ways to help you get active in the Parks.**

**Part 1 - Fee Reduction for a Class, Camp or Program**

**Part 2 - Half Off admission coupons to some of our seasonal facilities**

Both offer 50% fee reduction, awarded based on a family receiving eligible outside public assistance. *(See application for details.)*

Applications are approved on a seasonal basis for certain classes, camps or programs published in **"The Guide"** (Parks Facilities and Activities are in the GREEN section) at [Montgomery Parks Classes-Camps](#) for; Spring, Summer, Fall and Winter. *(See application for list of accepted programs.)*

The Fee Reduction Program is open to Montgomery County residents only and proof of residency is required.

## **Free** PROGRAMS and ACTIVITIES IN THE PARKS

There are many programs, activities and events throughout the year offered in our Parks and at our Nature Centers and other Facilities that are FREE. Go to the Montgomery Parks website and view all the activities and upcoming events offered in **"The Guide"** each season. (Parks Facilities and Activities are in the GREEN section) [Montgomery Parks Classes-Camps](#)

Of course, enjoying the outdoor spaces, playgrounds and beauty of our Parks is always **FREE!**



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## Fee Reduction Program

Application Procedures Continued

### PART 1 – CLASSES, CAMPS, PROGRAMS

#### How To Apply For A Fee Reduction On A Class, Camp Or Program Registration

- An application for a 50% fee reduction to the programs listed below must be submitted to the facility administering the program at the time of registration.
- The facility manager will review the application. If approved, and registration is open, you may register for the program at that time in person.
- Applicants for fee reduction must compete for space in a program, class, etc., on a first-come, first-served basis, the same as anyone else.
- Each approved person in the family will be permitted one program, group lesson class or camp fee reduction per season (Spring, Summer, Fall, Winter).
- You may submit your application during normal business hours, in person at the facility.

#### Programs Eligible For Fee Reduction

Camps - Archaeology, Summer Fun Ice Skating Camp, “Cool” Summer Ice Skating Camp, Totally Tennis, Golf & So Much More, Nature Centers, Week in the Park (Only one camp session per applicant each Summer.)

Group Lessons - Ice Skating courses (Preschool Ice Skating 1, Preschool Ice Skating 2, Preschool Ice Skating 3, Youth Ice Skating 1, Youth Ice Skating 2, Youth Ice Skating 3, Teen and Adult Ice Skating 1, Therapeutic Ice Skating 1),

Tennis courses (Beginner and Intermediate only.)

Programs – Brookside Gardens, Nature Centers (Not all Nature Center programs are eligible for fee reduction. Check with the hosting facility to confirm the eligibility of the programs you are interested in.)

#### Facilities With Classes, Camps Or Programs Eligible For Fee Reduction

FACILITY/OFFICE	PHONE NUMBER
Black Hill Visitors Center	(301) 528-3492
Brookside Gardens	(301) 962-1400
Brookside Nature Center	(301) 962-1480
Cabin John Ice Rink	(301) 765-8620
Locust Grove Nature Center	(301) 765-8660
Meadowside Nature Center	(301) 258-4030
Pauline Betz Addie Tennis at Cabin John	(301) 765-8650
South Germantown Driving Range	(301) 670-4670
Wheaton Ice Arena	(301) 905-3000
Wheaton Tennis	(301) 905-3030
Wheaton Sports Pavilion	(301) 905-3070



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## Fee Reduction Program

Application Procedures Cont.

### Part 2 - Half Off Admission Coupons

#### How To Receive Admissions Discount Coupon Books

- 1) Mail a completed application to:  
M-NCPPC Seneca House, 14500-B Clopper Rd. Boyds, MD 20841 or
- 2) Fax the application to 301-515-2730

*Please allow up to 2 weeks for processing and delivery of coupon books once approved.*

*Coupon books of three discount tickets each will be issued on a seasonal basis to the head of household once the application is approved. Tickets are non-transferable and are good for any one of the following:*

ADMISSION COUPON – 50% off one admission fee for:

- A Train Ride at Cabin John or Wheaton Regional Park
- A Carousel Ride at Wheaton Regional Park
- An hour Boat Rental or Pontoon Boat Ride at Lake Needwood or Black Hill Regional Park
- A General Skating Session at Cabin John or Wheaton Ice Rink (*Does not include Skate Rental*)
- The Splash Park or Miniature Golf Course at South Germantown Recreational Park
- A regular bucket of balls at the South Germantown Driving Range
- A non-electric campsite at Little Bennett Campground

Discount coupon book applications are only processed at our Seneca House Office.

#### **Mail or Fax Applications for Discount Coupons Only to:**

M-NCPPC/Enterprise Division  
Seneca House  
14500-B Clopper Rd.  
Boyds, MD 20841  
301-670-3288  
Fax: 301-515-2730



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## Fee Reduction Program Application

All information will be kept confidential

**TO BE COMPLETED BY ALL APPLICANTS**

Date: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Applicant's Date of Birth: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Family Member(s)			
	Birth date	Activity Number (of class, camp or program)	Applying for Coupon Books Yes / No
Spouse/Co-Applicant			
Child in Household (Under 18)			

**IMPORTANT** - You must provide:  Proof of Montgomery County Residency **AND** one (1) of the following:

- Proof of assistance from the Department of Social Services
- Eligibility by the Montgomery County Department of Recreation
- Verification of SSI (current year)
- Proof you (or you and your dependents) reside in a shelter  
(this must be a letter from the shelter dated within a month of your application and, if applicable, list your dependents living with you)
- Proof of Rental Assistance (Public Housing, HUD, Sec 8, HOC)

As a general guideline, only one application will be approved per family, per season. Programs and class offerings are on a "first-come, first-served" basis, and are subject to space availability.

I certify that the above information is true and correct. (False information may lead to dismissal from the program).

Applicant's Signature: \_\_\_\_\_

**DEPARTMENT USE ONLY**

Approved By: \_\_\_\_\_ Facility/Location: \_\_\_\_\_

Type of Proof Provided: \_\_\_\_\_

Date Approved: \_\_\_\_\_ (If not approved, explain): \_\_\_\_\_

# of Coupon Books Issued: \_\_\_\_\_ Serial #(s): \_\_\_\_\_