

**Bernards Township Parks & Recreation  
Household Information Form**

**New Households** - If you are a new resident or have not yet established an account with the Parks & Recreation Department (pool/golf membership, activity registration, etc.) you will need to complete this form and **provide proof of residency and date of birth** (drivers license/birth certificate/passport) for all members of your household.

**Active Households** - Phone numbers, email addresses, emergency contact and user name and password information may be updated online, after you log in, through "My Account". To change your home address or add new family members, you must complete this form and provide **proof of residency and date of birth** (drivers license/birth certificate/passport).

*A "household" consists of all immediate family members living at the same address.*

Your form can be mailed or delivered in person to the Parks & Recreation Department, located in Town Hall, 1 Collyer Lane, Basking Ridge, NJ 07920 or emailed to [recreation@bernards.org](mailto:recreation@bernards.org) WITH **proof of residency for the household and date of birth verification for all family members**. Household Information Forms may take up to 3 business days to process once received. After processing, we will send you a system generated email with your user name and password.

**Check one:**       **New Household** - Attach verification of residency and date of birth for all family members  
                       **Active Household Update** – Attach verification for the information you wish to update

**INCLUDE LEGIBLE COPIES OF DOCUMENTS ONLY. DO NOT SEND ORIGINALS, THEY WILL NOT BE RETURNED.**

**Primary Household Contact/Guardian**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_  
Primary Email Address: \_\_\_\_\_  
Date of Birth: \_\_\_/\_\_\_/\_\_\_\_ Gender:    M        F

*Two email addresses  
maximum  
per household.*

**Secondary Household Contact/Guardian**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_  
Secondary Email Address: \_\_\_\_\_  
Date of Birth: \_\_\_/\_\_\_/\_\_\_\_ Gender:    M        F

**Additional Household Members (in age order, oldest to youngest):**

**Member #3**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Gender:    M        F        Date of Birth: \_\_\_/\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

**Member #4**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Gender:    M        F        Date of Birth: \_\_\_/\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

**Member #5**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Gender:    M        F        Date of Birth: \_\_\_/\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

**Member #6**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Gender:    M        F        Date of Birth: \_\_\_/\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

**Office Use Only**    Received: \_\_\_/\_\_\_/\_\_\_\_ Proof of Residency: \_\_\_\_ Proof of Birth Date(s): \_\_\_\_ UN/PW Emailed: \_\_\_/\_\_\_/\_\_\_\_