



Village of South Orange  
Department of Recreation & Cultural Affairs  
5 Mead Street  
South Orange, NJ 07079  
Telephone (973) 378-7754, ext. 1  
[www.thebaird.org](http://www.thebaird.org)



## **RENEW YOUR RECREATION I.D. BADGE NOW! FEE INCREASES MAY 16TH**

South Orange Recreation & Cultural Affairs I.D. Badges are available to South Orange residents as of January 1<sup>st</sup> each year. The benefits of this I.D. badge include access to the community pool, discounts on many department programs and reduced fees for tennis and platform tennis court use. **We encourage residents to renew their Recreation I.D. Badges early in the year to take advantage of lower fees and to avoid lines** as the summer approaches. To renew each year, residents must provide 2 forms of identification verifying South Orange residency. Acceptable forms of I.D. include a valid driver's license, car registration/insurance and a current utility bill (less than 2 months old). The name of the resident and their current South Orange address must appear on each form of identification.

### **NEW I.D. CARDS ARE NOT NEEDED FOR ALL RESIDENTS IN 2012 !**

While all residents must renew their membership every year, new CARDS are no longer necessary every year. The barcodes on the cards issued in 2011 will be reactivated once the membership renewal has been completed.

### **YOU MAY RENEW YOUR I.D. BADGE BY MAIL OR IN PERSON IF:**

- 1) You held a valid South Orange Dept. of Recreation & Cultural Affairs I.D. Badge in 2011
- 2) You still have your 2011 I.D. card/s
- 3) Photos are current (Children must have photos every 2-3 years and adults every 5 years)

### **TO RENEW BY MAIL**

Residents meeting the requirements listed above may submit their renewal information by mail.

- 1) Complete the enclosed "Resident I.D. Badge Application"
- 2) Copy (do NOT send originals) 2 forms of I.D. listed above. Applications without proper identification will be returned.
- 3) Return the application, copies of 2 proofs of residency and payment to: South Orange Dept. of Recreation & Cultural Affairs at The Baird, 5 Mead Street, South Orange, NJ 07079.

Transactions will be processed within one week of receipt of the mail application at The Baird. Please be sure to include your e:mail address on the form. You will receive an e:mail verification that your transaction has been processed and I.D. Badge will be good for 2012.

### **IN PERSON RENEWAL IS REQUIRED (and new photos will be taken) FOR:**

- 1) Residents who held a valid I.D. in 2011 but did not keep their card/s and need replacement/s
- 2) New South Orange residents (birth certificate required for all minors)
- 3) First-time applicants (birth certificate required for all minors)
- 4) Residents who held valid I.D. in 2011 but need new photo/s
- 5) Residents without the proper identification

### **BAIRD HOURS FOR IN PERSON PURCHASE OR RENEWAL**

Monday through Thursday, 9:00 am-9:30 pm

Friday and Saturday, 9:00 am to 4:30 pm

Closed Sundays

### **FEES**

**I.D. Badge Fee JANUARY 1 TO MAY 15:** \$30 per person. Maximum family\* fee \$120 (4+ members).

**I.D. Badge Fee AFTER MAY 15:** \$35 per person. Maximum family\* fee \$140.

\***FAMILY** is defined as parent/s and dependent children living in the same household.

**Replacement Fee:** \$10 for all badges lost after issuance in 2012 and beyond.

**SOUTH ORANGE DEPARTMENT OF RECREATION & CULTURAL AFFAIRS**  
**RESIDENT I.D. BADGE**  
**MAIL APPLICATION**

Mail renewal is ONLY available to residents who 1) held a valid South Orange Department of Recreation & Cultural Affairs I.D. Badge last year, 2) still have their 2011 I.D. card AND 3) do not need new photos.

Home Telephone #: \_\_\_\_\_

Family E:mail Address: \_\_\_\_\_

Family Members Requesting Badge Renewal (First and Last Name PLEASE)

1) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

2) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

3) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

4) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

5) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

6) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Check the **2 forms of I.D.\*** you have copied and enclosed:

- \_\_\_\_\_ Valid Drivers License
- \_\_\_\_\_ Valid Car Registration/Insurance
- \_\_\_\_\_ Current Telephone Bill
- \_\_\_\_\_ Current Gas/Electric Bill
- \_\_\_\_\_ Current Cablevision Bill
- \_\_\_\_\_ Current Water or Disposal Bill

\*Name and current South Orange address must appear on each form of identification. Bills must be no more than 2 months old.

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\***FAMILY** is defined as parent/s and dependent children living in the same household.

**Replacement Fee:** \$10 for all badges lost after issuance in 2012 and beyond.

Payment must be enclosed with this application. Form of Payment enclosed:

\_\_\_\_\_ Check made payable to "Village of South Orange"

\_\_\_\_\_ Visa/MasterCard/Amex (provide info below)

Name as it appears on card: \_\_\_\_\_

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_