

**RECREATION DEPARTMENT BEGINS TO “GO GREEN”  
RESIDENTS ENCOURAGED TO SIGN UP TO RECEIVE INFORMATION**

The Branchburg Recreation Department is following the lead of the Board of Education and is moving towards paperless communication in an effort to reduce the use of resources and lower costs. Residents will be able to receive and/or access all the information directly online that has historically been communicated via flyers and brochures distributed through the school system.

The Township has implemented a new mechanism for disseminating information via GovDelivery that we will begin using immediately as a means of disseminating Recreation Department information. In order to receive communication via this new method you must register via the Township’s website. Once registered you will receive email notification when new Recreation activities are announced and posted. The email will either contain the information or direct you where to find it online. You may also elect to have a text message of the announcement sent to your mobile device.

**HOW TO REGISTER FOR THIS FREE SERVICE:**

- 1) Go to the township website [www.branchburg.nj.us](http://www.branchburg.nj.us)
- 2) Click on the “email updates” icon in the upper right corner
- 3) Enter your email address and create a password
- 4) Subscribe to the “recreation” section (and any other items that you may wish to receive information about)
- 5) Click on “subscriber preferences”
- 6) It should list the items you subscribed to and your primary email address
- 7) Under “secondary email address” you can either put a second email address to receive the information or, if you desire, you can use your mobile number. If the later, click the “wireless alerts preferred” box. The number to enter will be your 10 digit mobile number plus your carriers info (see the “more info” link for the carrier extensions)
- 8) Once you have entered all the information simply click save at the bottom of the page

In addition to the aforementioned procedure, the Recreation Department will continue to utilize local papers, channel 14, the Township web site and the individual school’s web sites to distribute information. Hard copies of all material will be available at the school offices and at the Recreation Department office.

If you have questions or do not have access to the internet, please contact the Recreation office at 908-526-1300 ext. 188