

**SCITUATE RECREATION ANNOUNCES THEIR NEW ON-LINE REGISTRATION PROGRAM.
PLEASE, TAKE THE TIME TO SET UP YOUR FAMILY ACCOUNT BEFORE
PROGRAM REGISTRATION OPENS ON MONDAY, DECEMBER 12TH at 7:00 p.m.
THIS WILL SAVE YOU TIME WHEN YOU REGISTER.
YOU MAY ACCESS THE WEBSITE TO INPUT FAMILY DATA AND VIEW
WINTER OFFERINGS STARTING NOW.**

It's easy Do it all online!



It's now easier than ever to join in the fun! You can register for programs and activities, reserve facilities, renew your passes, and more – all at www.town.scituate.ma.us/rec

It's ...

- Fast! No more line ups.
- Easy! Programs are just a few clicks away.
- Timely! With anytime, around the clock access.
- Convenient! Registration from the comfort of home.
- Secure! Your account information remains private and safe.

"You can now access our up-to-date program information 24 hours a day, 7 days a week. This new online registration system truly shows our commitment to delivering the best customer service possible. It also means that we can spend more time where it really matters ... with you!"

- Jennifer M. Vitelli, MBA, CPRP
Recreation Director

Where to find Internet Access

If you do not have access to the Internet from home, our local library offers internet access (must have library card or picture i.d.):

Public Library - Free Access

85 Branch Street
Scituate, MA

Hours:

Monday-Thursday, 10-8;

Friday & Saturday, 9-5;

October-April, Sunday, 1:30-5

step one

To get started, one adult member of the family must request a private online account. It's easy, just follow these steps-by-step instructions.

1. Go to www.town.scituate.ma.us/rec
2. Request a new online account
3. Enter your account information, including your email address (so that you can receive program updates)
4. Select a private Login Name and Password – and type a Question and Answer that you will remember (keep all this information private)
5. Hit the "Submit" button

Your request will take up to 24 hours to process. Once your online account is active, you can add family members and view your account details. You are ready to go!

step two

From the same website, you can then register for any activity. It's easy, simply:

1. Select the "Register" button in the top-right
2. Click on an activity name and hit "Add to My Cart"
3. Login with your Login ID and Password
4. Specify the enrollment number and hit "Checkout"

step three

5. Select the family member(s) who will participate in the activity and answer any questions or add comments
6. Hit "Continue" twice to confirm your order (note: a small convenience fee is applied to your order)
7. Click "OK" on the security notice, complete your credit card payment (American Express, MasterCard, or Visa), and hit "Continue" (note: you can print your receipt)

That's it, you're registered and will receive an email confirmation! With your online account, it takes just a few clicks to:

Register Online go!

- Search for activities by location, category, date...
- View details and number of available spaces
- Register for activities, programs, and events
- Reserve facilities
- Renew your passes and memberships
- View your personal and family calendars
- Update your account
- Print Receipts
- Receive email updates
- And more ...

All of these options are available in the top-right navigation bar. www.town.scituate.ma.us/rec and click away to explore your options today!

Secure Online Transactions

Our online registration system is brought to you by The Active Network – one of the most reputable marketing and technology solutions providers in the market. So you can be assured of the highest level of trust and security. Being part of The Active Network means you can have peace of mind that:

1. Your personal information is kept private. Personal information collected on the registration web site is stored in a secure database that is not available to the public. You can also help protect your information by safeguarding your account password and login name. Keep this information in a private location and create a question to which only you know the answer – so only you can use this information to get access to your account should you forget your password.
2. Your credit card information remains safe. The Active Network brings you the convenience of credit card payments using American Express, MasterCard, or Visa. Credit card numbers are encrypted in a secure database and registration information supplied is transmitted using the most secure technology in the market – the same that is used by leading online retailers, banks, and insurance companies. So you can be confident that your payment information is safe.

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