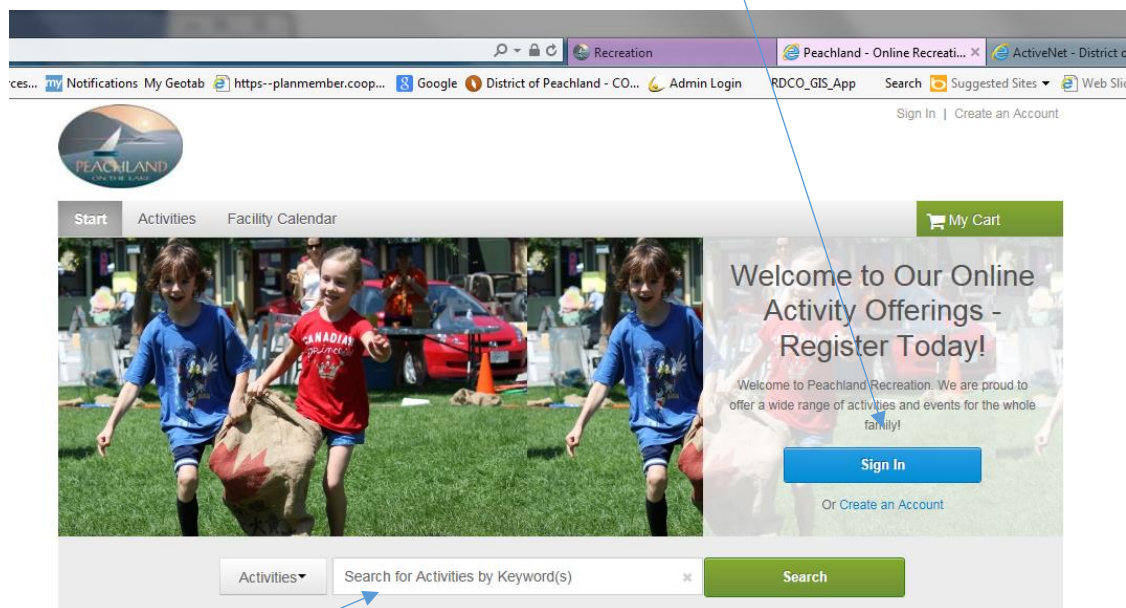


## ONLINE REGISTRATION INSTRUCTIONS

1. Go to [www.peachland.ca](http://www.peachland.ca)
  - a. Under QUICKLINKS, select Departments
  - b. Select Recreation
  - c. Scroll down and select Register Now
2. Select Sign In and input your account information on the next page  
\*if you have previously registered with Peachland Recreation and do not remember your account information, call 250.767.2133 to verify your login and reset your password



3. Search Activities – you can search by Keywords i.e.: Chair, Fitness, Pickleball, etc
4. Select Activity – you will see one of the following types of buttons on the right side of the screen:

### a. Add to Cart

Chair Fitness	2827	Tu	From September 13, 2016 to December 13, 2016	11am - 11:45am	4th Street Place	3	<b>Add to Cart</b>
							In progress. Get involved now!

### b. Add to Wish List (means that this program is not currently available or sold out)

\*can be used prior to registration opening day to make registration faster!

Chair Fitness	2828	Th	From September 15, 2016 to December 15, 2016	11am - 11:45am	4th Street Place	0	<b>+ Wish List</b>
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- c. **More** - this will unlock all the time options offered. They will appear on the same screen below – scroll down to your desired time.

2017

Pickleball <small>16 and up</small>	2812	Mo, Tu, We, Th, Fr	From September 19, 2016 to December 23, 2016 Each Monday from 9:05am to 11:05am Each Monday from 1pm to 3pm Each Monday from 3pm to 5pm Each Monday from 1pm to 3pm Each Tuesday from 1pm to 3pm Each Wednesday from 9:05am to 11:05am Each Wednesday from	9:05am - 11:05am	Cnty Centre	0	<a href="#">More (8)</a>
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If you have added your desired activity to your cart, complete the following steps:

- 5. Select Participant
  - a. Select Next
- 6. Answer Activity Questions
  - a. Select Next
- 7. Options:
  - a. **Proceed to Shopping Cart** – your transaction is **complete** and you want to pay

Description	Quantity	Amount	Total Price
Registration Fee	1	\$40.00	\$40.00
<b>Total:</b>			<b>\$40.00</b>

**b**

**c**

Proceed to Shopping Cart

Register Another Participant for this Activity

Add to Cart & Continue Shopping

- b. **Register Another Participant for this Activity** – you wish to register another person into the same activity
- c. **Add to Cart and Continue Shopping** – you wish to register yourself or another participant into an additional activity

If you are proceeding to shopping cart, complete the following steps:

8. Tick the checkbox to confirm that you have acknowledged the waiver

### Waiver

Please read the following waivers and agreements carefully. They include releases of liability and waiver of legal rights, and deprive you of the ability to sue certain parties. By agreeing electronically, you acknowledge that you have both read and understood all text presented to you as part of the checkout process.

\* I have read and agree to [Waiver](#). *Required*

- a. Select Check Out
9. Enter Payment Information
    - a. Select Pay