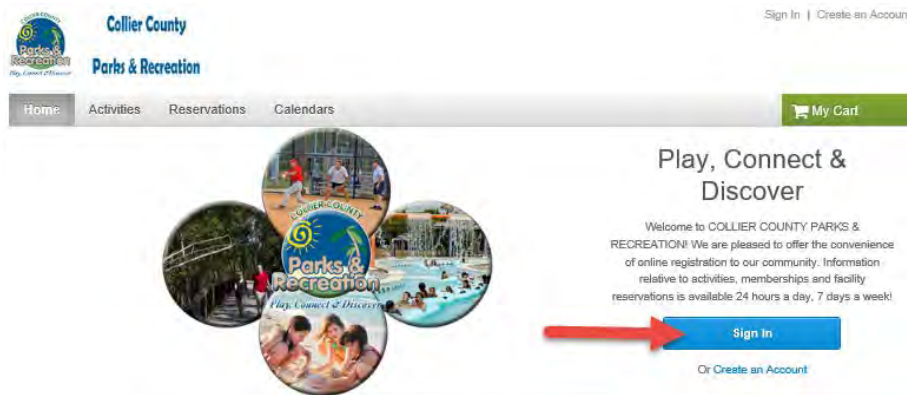


# Collier County Parks and Recreation Online Registration

## Sign In to your Account

<https://apm.activecommunities.com/collierparks/>



Click Sign In

**\*\*If you have participated in Parks and Rec programs, facilities or memberships then you probably already have an account\*\***

Already have an account?

Login

Please enter email address

Password

Remember me on this computer?

[Forgot your login name?](#)

[Forgot your password?](#)

Don't have an Account?

Enter your login (email address)

Enter your password

**\*\*If you don't have a password or forgot it, click Forgot your Password\*\***

# Create an Account



## Play, Connect & Discover

Welcome to COLLIER COUNTY PARKS & RECREATION! We are pleased to offer the convenience of online registration to our community. Information relative to activities, memberships and facility reservations is available 24 hours a day, 7 days a week!

[Sign In](#)

[Create an Account](#)



## Create Account

[Home Page](#) > [Create Account](#)



### Name & Address

Please note that in order to create an account for a child you must create an account for an adult first. Additional family members can be added to your account during registration.  
\* Denotes a required field.

\* First Name

\* Last Name

\* Street Address

\* Country

\* City, State, Zip Code

[Add Mailing Address \(if different from above\)](#)

[Cancel & Return Home](#)

[Next](#)

## Create Account

> Home Page > Create Account



### Contact Information

Please enter your contact information.  
\* Denotes a required field.

Country Code [+1]United States of [v] Primary Phone [ ] Extension [ ]

Country Code [+1]United States of [v] Secondary Phone [ ] Extension [ ]

Country Code [+1]United States of [v] Cell Phone [ ]

Cell Carrier [Carrier] [v]

- Yes, I agree to receive text messages
- Yes, I am the main contact for my family

\* Email address [ ]

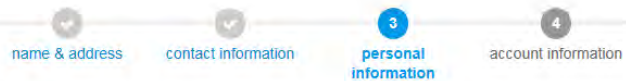
- Yes! Please email me the latest news and information.

Back Cancel & Return Home

Next

## Create Account

> Home Page > Create Account



### Personal Information

Please enter your personal information.  
\* Denotes a required field.

\* Gender [Please select your gender...] [v]

Users must be 13 years of age or older.

\* Date of Birth [mm/dd/yyyy]

\* Customer Type [General Public] [v]

Subscription Lists

\* Medical Alert [ ]

Questions

How did you hear about us? [ ]

Back Cancel & Return Home

Next



## Create Account

> Home Page > Create Account



### Account Information

Please enter your account information.  
\* Denotes a required field.

\* Email address

\* Password

\* Confirm Password

By creating an account, you are agreeing to [terms of use](#) and [privacy rights](#).

COLLIER COUNTY:  
[Terms of Use](#) | [Your Privacy Rights](#)


Active Network, LLC:  
[Terms of Use](#) | [Copyright Policy](#) | [Your Privacy Rights](#)

Thank You!

Your request for a new customer account has been successfully transmitted.

# Registering for an Activity

## Account Options for Public Trainer

- **Account Activity**
  - Show Your Daily Schedules
  - Show and Manage your Wish List
  - List Account Deposits
  - List Account Credits
  - List of Prior Transactions
  - List Scholarships
  - List Saved Credit Cards / Electronic Checks
- **Account Settings**
  - Change Your Password
  - Change Account Address or Personal Information
  - Change Information about Family/Friends
- **Payment Details**
  - Pay on Account
  - List of Account Payments
  - View Account Payment Details
  - Change Auto-Charge Payments
- **Online Services**
  - Register for Activities 
  - Make Reservations
  - View Your Shopping Cart
  - Logoff

# Search Activities using the filters



## Activity Search

> Home Page > Activity Search

Search by keyword OR number

1

Filter Search By:

Location:  
MHCP - Max Hasse  
Community Park(121)

In progress/future

Days of the Week:  
Su Mo Tu We Th Fr Sa

Starting Date:  
From  
To

Starting Time:  
From To

Season:  
Winter/Spring 2016

Activity Category:  
All

Age Category:  
All

Instructor:  
All

Age Range:  
0 - 100 yrs

2

3

- 1) Search by the abbreviated park name
- 2) Filter by Season(s)
- 3) Filter by Activity Category for a specific activity

### Restore

- Winter/Spring 2016
- Summer 2016
- Fall 2016

### Restore

- Adaptive Programming
- Aquatic
- Athletics
- Camps
- Childcare
- Cultural Arts
- Dance
- Educational
- Extreme Sports
- Fitness
- Martial Arts
- Nature/Science
- Social

# Search By location

Click on the Map view and Sort by: Location

Home Activities Reservations My Cart

### Activity Search

> Home Page > Activity Search

Search by keyword OR number  Search

View As:   Sort By: Location

Filter Search By:

Location: All

In progress/future

Days of the Week: Su Mo Tu We Th Fr Sa

Starting Date: From To

Starting Time: From To

Season: All

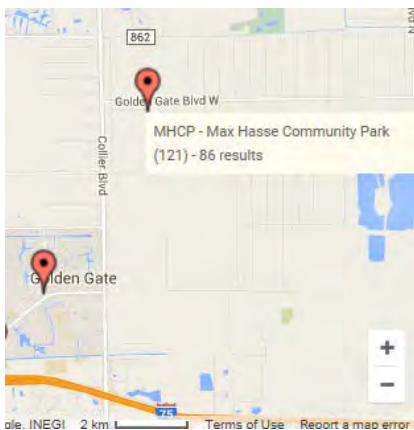
Activity Category: All

Age Category: All

Instructor: All

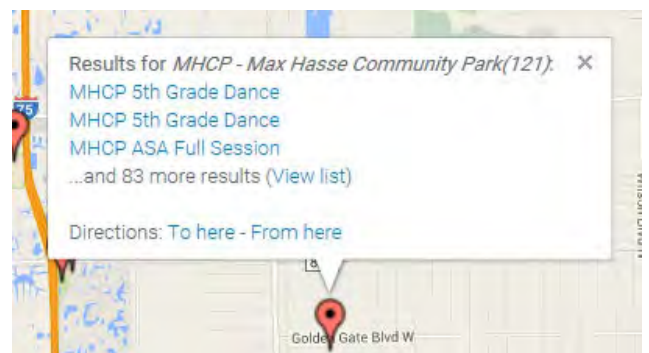
Age Range: 0 - 100 yrs

Clear Filters



Hover over the red balloon for location name

Click on the balloon for activity and direction information



## Activity Search

> Home Page > Activity Search

Search by keyword OR number   View As:   Sort By:

Filter Search By:  Displaying: 1-20 of 84

Location:	Activity name	Activity number	Open	First Meeting or Date Description	Location	Fee and Action
All	<a href="#">GGCP Learn To Swim Level 1</a>	8927	4	Learn To Swim Level 1 Saturdays 10:30 am	Main Pool	\$40.00 <input type="button" value="Add to Cart"/>
<input type="button" value="In progress/future"/>	<a href="#">GGCP Learn To Swim Level 2</a>	8928	2	Learn To Swim Level 2 Saturdays 10:30 am	Main Pool	\$40.00 <input type="button" value="Add to Cart"/>
Days of the Week:	<a href="#">GGCP Learn To Swim Level 3</a>	8930	1	Learn To Swim Level 3 Saturdays 10:00 am	Main Pool	\$40.00 <input type="button" value="Add to Cart"/>
Starting Date:	<a href="#">GGCP Learn To Swim Level 4</a>	8931	2	Learn To Swim Level 4 Saturdays 10:00 am	Main Pool	\$40.00 <input type="button" value="Add to Cart"/>
Standing Time:						Only 1 space left. Register now!

Once you find the activity that you would like to register for, click on Add to Cart

## Enrollment: GGCP Parent & Child Level 1

> Home Page > Activity Search > Enrollment Process



### Select Participant

Don't see the person you want to add in this drop down? [Create a new Family Member](#)

\* Who will be participating in this Activity?

**Tips**  
If you need to register multiple participants for this activity, simply register one participant then, after completing the fees step, click the 'Register Another Participant for this Activity' link provided at the bottom of the page. You will be returned to this step for the next participant. You can use this process to register as many participants as necessary.

[Cancel & Return to Search](#)

From the drop down menu, select the Family Member you want to enroll

Click Next



## Enrollment: GGCP Parent & Child Level 1



> Home Page > Activity Search > Enrollment Process



### Select Fees

Please review your enrollment fees and, if applicable, apply your coupons.

Description	Quantity	Unit Fee	Total Price
Activity Fee	1	\$40.00	\$40.00
			<b>Total: \$40.00</b>

[Make Donation](#)

[Proceed to Shopping Cart](#)  
[Register Another Participant for this Activity](#)  
[Add to Cart & Continue Shopping](#)

[Back](#) [Cancel & Return to Search](#)

This screen shows you the fee for the Activity

You then

- Proceed to Shopping Cart if you don't need to register for anything else
- Register Another Participant for this Activity
- Add to Cart & Continue shopping if you need to register for a different Activity

This screen lets you review what you are registered for

If everything is ok, Click Proceed to Checkout

You can click Edit or Remove on individual programs or click Add Activity to add an additional registration

## Shopping Cart



Participant: Test5 Client  
321 Anytown Anycity, FL 34109  
+1 (239) 987-6541 [parksandrecreation@colliergov.net](mailto:parksandrecreation@colliergov.net)

Description	Amount
GGCP Parent & Child Level 1 - 8933 <a href="#">Edit</a> or <a href="#">Remove</a> current participant. <a href="#">Add Another Participant</a>	\$40.00

Subtotal for Test5 Client: \$40.00  
Due Now: \$40.00

[Proceed to Checkout](#)

Continue Shopping: [Add from Wish List](#) | [Add Activity](#)



## Paying a Current or Future Balance on your Account

- Account Activity
  - Show Your Daily Schedules
  - Show and Manage your Wish List
  - List Account Deposits
  - List Account Credits
  - List of Prior Transactions
  - List Scholarships
  - List Saved Credit Cards / Electronic Checks
- Online Services
  - Register for Activities
  - Make Reservations
  - View Your Shopping Cart
  - Logoff
- Account Settings
  - Change Your Password
  - Change Account Address or Personal Information
  - Change Information about Family/Friends
- Payment Details
  - Pay on Account
  - List of Account Payments
  - View Account Payment Details
  - Change Auto-Charge Payments

Once you are logged into your account, click on Pay on Account

If a balance is currently owed, it will show up in the Payment Amount. Otherwise you can choose the amount from the drop down list of payments or enter another amount in the empty box

Click Continue

### Outstanding Balances

Balance for Test Front Desk as of Dec 19, 2016 4:37 PM  
To make payments, indicate the amount of each payment in the box provided.  
Click on a receipt number for details.

Receipt Number	Issued	Original Balance	Current Balance	Next Payment Due	Payment Amount
1001313.031	Dec 19, 2016	\$472.50	\$472.50	Jan 15, 2017	\$52.50 or \$
Total		\$472.50	\$472.50		

To make the payment, click [Continue](#)

### Outstanding Balances Detail

You have indicated you want to pay the following.  
Please confirm the amounts.

Receipt Number	Original Balance Due	Current Balance Due	Pending Payment	New Balance Due
1001313.031	\$472.50	\$472.50	\$52.50	\$420.00
<b>Subtotals</b>	472.50	472.50	\$52.50	\$420.00
<b>Total Payment</b>			52.50	

Confirm your payment by clicking Continue

If the total is correct, click [Continue](#)

Click Next

### Outstanding Balances

**ACTIVE**  
Member

1  
review items

2  
payment details

Outstanding balances for Test Front Desk as of Dec 19, 2016

Receipt	Date Issued	Next Payment Date	Original Balance	Current Balance	Payment Amount	Remaining Balance
1001313.031	Dec 19, 2016	Jan 13, 2017	\$472.50	\$472.50	\$ 52.50	\$ 420.00
					Subtotal: \$52.50	

Back
Next

1 review items    2 review waivers    3 payment details

Participant: Test Front Desk  
 321 Anytown Anycity, FL 34109  
 +1 (230) 987-8541 testfrontdesk@collier.gov.net

Description	Amount
↳ Paid on Account Balance (✓ Edit)	\$52.50
<hr/>	
Subtotal for Test Front Desk:	\$52.50
Due Now:	\$52.50

[Proceed to Checkout](#)

Click Proceed to Checkout

### Review Waivers

Check the box to consent to the waiver  
Click Next

1 review items    2 review waivers    3 payment details

Review Waivers

The following waivers must be reviewed and initialed before continuing to checkout.

Waiver: In consideration of my (and/or my child's) participation in this activity, I hereby release and discharge the Organization, and its representatives, successors, and assigns, from any and all liability arising from accident, injury, and illness that I (he/she) may suffer as a result of my (our) participation in this activity. I (we) also will follow the rules and regulations set by the Organization and above named

I acknowledge that I have carefully reviewed and consent to the waiver set forth above.

[Back](#)    [Next](#)

### Payment Information

1 review items    2 review waivers    3 payment details

Billing Information

Bill Smith  
 Susie Smith  
 Connie Smith

Test Front Desk  
 321 Anytown  
 Anycity, FL, US, 34109  
[Edit](#)

Secure Payment

Credit Card

\* Select Card Type

\* Credit Card Number \* Expires

ACT\* or Active Network will show up on your credit card statement for this payment.

\* Security Code CVC or CVV

The last 3 digits on the back of the credit card or for AE, the 4 digits on the front of the card. For your protection, we do not keep it after the transaction is completed.

[Back](#)    [Pay and Finish](#)

Choose the name of the person paying  
Enter your credit card information  
Click Pay and Finish