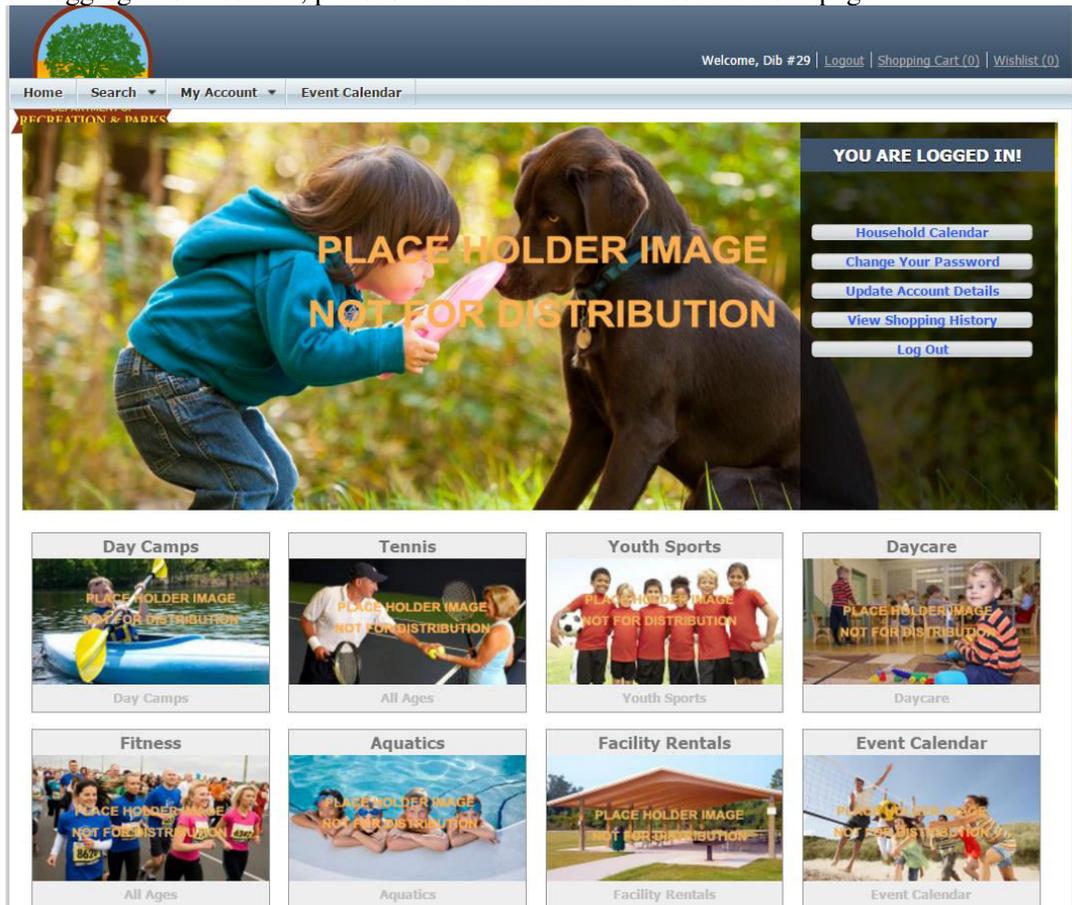
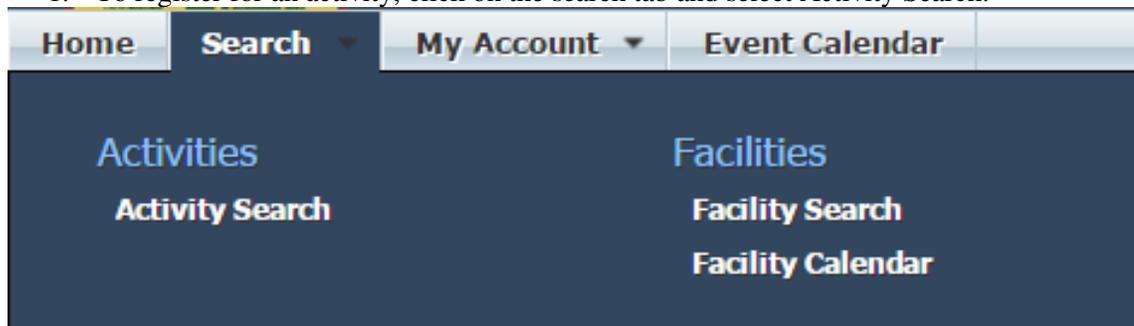


# Registering for an Activity

After logging into WebTrac, patrons will be taken to the WebTrac homepage.



1. To register for an activity, click on the search tab and select Activity Search.



2. After selecting “Activity Search” the activity search criter window will appear:

**Activity Search Criteria**

Location:  (dropdown menu with options: Averill Park, Balboa Pay Tennis, Baldwin Hills RC, Bellevue RC, Bogdanovich RC, Brand Park, Brookfield DC)

Type:  (dropdown menu with options: After School, Art, Baseball, Basketball, Boxing, Camps, Chess)

Age:  (dropdown menu with options: 3 Months, 6 Months, 9 Months, 1, 2, 3, 4)

Gender:  (dropdown menu with options: Female, Male)

Display Option:  (dropdown menu)

Keyword Search:

Keyword Search Option:  (dropdown menu)

Show Sections with X Spots Available?:  (dropdown menu)

**Additional Search Criteria**

**Search Results**

Showing 1 To 20 Total Results (100)

**Summer Karate - 115121501**

Learn karate in a class setting. Class level is determined by instructor and based on individual assessment. Students may participate in test to earn their belts.

	Status	Activity	Description	Dates	Times	Meet Days	Locations	Ages	Price	Genders	
<input type="button" value="+"/>	Available	115121501-01	July Karate	07/01/2016 -07/29/2016	6:30 pm - 7:30 pm	M, W, F	Lafayette RC	5-17	\$25.00	Coed	<input type="button" value="i"/>
<input type="button" value="+"/>	Available	115121501-02	August Karate	08/01/2016 -08/31/2016	6:30 pm - 7:30 pm	M, W, F	Lafayette RC	5-17		Coed	<input type="button" value="i"/>
<input type="button" value="+"/>	Available	115121501-03	September Karate	09/02/2016 -09/30/2016	6:30 pm - 7:30 pm	M, W, F	Lafayette RC	5-17		Coed	<input type="button" value="i"/>

**SNL Youth Basketball - 115121801**

Learn the fundamentals of basketball like shooting, passing, dribbling, and defense techniques. Develop teamwork skills and build new friendships.

	Status	Activity	Description	Dates	Times	Meet Days	Locations	Ages	Price	Genders	
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3. Add an activity or multiple activities, simply click on the  symbol

4. Select Add to Cart at the bottom left hand corner of your screen.

<input type="button" value="+"/>	Available	115121901-01	July Ballet	07/03/2016 -07/26/2016	6:30 pm - 7:30 pm	Tu	Lafayette RC	4-17		Coed	<input type="button" value="i"/>
<input type="button" value="-"/>	Available	115121901-02	August Ballet	08/02/2016 -08/30/2016	6:30 pm - 7:30 pm	Tu	Lafayette RC	4-17		Coed	<input type="button" value="i"/>

August Ballet (115121901-02)  
 July Karate (115121501-01)  
 September Karate (115121501-03)  
 SNL Youth Basketball 15 - 17 (115121801-05)

## 5. When ready to pay, read and sign waivers and continue

July Karate (115121501-01) for Cynthia Dib (Purchase)

### Waivers

**PARENT/LEGAL GUARDIAN CONSENT:** I, the Parent/Legal Guardian of the above named minor, hereby grant permission for my child(ren) to participate in the above named City of Los Angeles, Department of Recreation and Parks program and all activities therein. I affirm and recognize that there are risks, hazards and dangers that are integral to recreational activities and outdoor environments. I understand the nature of the activities and the minor's experience and capabilities and believe the minor to be qualified, in good health and in proper physical condition to participate in such activities. I agree to relieve the CITY, its Boards, Officers, Agents, Employees, Assigns, and Successors from any liability for injury to me or my child(ren) resulting from and/or in connection with the activities in this program. I further agree to release and forever discharge the City from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with my child(ren)'s participation. I understand that the CITY CARRIES NO INSURANCE. Medical bills, any subsequent treatment or care, including prescription drugs, will be the responsibility of the Parent or Legal Guardian. I affirm that I am the lawful parent/legal guardian of the above named minor and I understand and agree to the provisions of this consent and release as described in the preceding paragraph.

Signature of Parent/Guardian

Date

**Photo Release:** The City of Los Angeles' Department of Recreation and Parks or its assigned agents has my permission to use images (digital, film, tape or video) of my child for promotion of City of Los Angeles Department of Recreation and Parks' programs.

Signature of Parent/Guardian

I agree with the above \*

[Continue](#) [One Click To Finish](#) [Cancel](#)

Then proceed to checkout

Shopping Cart			Total Results (6)		
Showing 1 To 6					
	Description	Name	Total Fees		
<input type="checkbox"/>	July Karate (115121501-01) (Enrolled)	Cynthia	\$ 25.00	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	July Karate (115121501-01) (Enrolled)	Jane	\$ 25.00	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	July Karate (115121501-01) (Enrolled)	Jude	\$ 25.00	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	September Karate (115121501-03) (Enrolled)	Cynthia	\$ 25.00	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	September Karate (115121501-03) (Enrolled)	Jane	\$ 25.00	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	September Karate (115121501-03) (Enrolled)	Jude	\$ 25.00	<input type="checkbox"/>	<input type="checkbox"/>
<b>Grand Total Fees Due</b>			<b>\$ 150.00</b>		
<b>Total Old Balances Not in Shopping Cart</b>			<b>\$ 0.00</b>		

[Proceed To Checkout](#) [Continue Shopping](#) [Pay Old Balances](#)

A payment screen will appear; process the payment by including credit card information

Summary of Charges	
New Charges In Shopping Cart:	\$ 150.00
Old Balances In Shopping Cart:	\$ 0.00
Total Balance for household:	\$ 150.00
Minimum Amount Due Today:	\$ 150.00
Maximum Amount Due Today:	\$ 150.00

The Following Information is Required to Complete Your Transaction	
Amount To Be Paid Today: *	\$ 150.00
Using This Payment Method: *	Select A Payment Method

Apply Gift Certificate/Coupons/Rewards/Scholarships	
Type	Coupon
Code	
<input type="button" value="Apply"/>	

Billing Information	
First Name: *	Annette
Last Name: *	Dib
Home Phone w/area code: *	(818)356-6565
Email: *	annett.dib@lacity.org
Re-Enter Email:	annett.dib@lacity.org

Click 'Continue' to initiate the payment authorization process and generate a confirmation receipt.	
<input type="button" value="Continue"/>	<input type="button" value="Back To Shopping Cart"/>

6. Fill out all the necessary information and submit the payment. A receipt will be sent to the patron's e-mail.