

# How to...

## Create a new Customer Profile



[Jobs](#) | [Financials](#) | [Procurement](#) | [Pay Online](#) | [Contact Us](#)

[RESIDENTS](#) [VISITORS](#) [BUSINESS](#) [GOVERNMENT](#) **[DEPARTMENTS](#)** [I WANT TO...](#)



PARKS



ACTIVITIES



GOLF



COMMUNITY  
POOLS



FACILITIES  
& RENTALS



PROGRAMS &  
ACTIVITIES



REGISTER FOR  
ACTIVITIES



NEWS &  
EVENTS

### EVENTS

African-American Heritage  
Festival  
09/16/2017 12:00 PM -  
09/17/2017 6:00 PM

[MORE EVENTS >>](#)

### Contact Us

Staunton Parks & Recreation  
Physical Address:  
1000 Montgomery Ave.  
Staunton, VA 24401

Mailing Address:

### Staunton Parks & Recreation

We specialize in fun. Our mission is to provide a variety of quality leisure opportunities with the purpose of improving every Stauntonian's quality of life. From pristine parks and trails to athletic leagues to summer camp and before and after school children's programs, we've got you covered for all of your recreational adventures and activities.

Step 1: Go to [www.staunton.va.us/recreation](http://www.staunton.va.us/recreation)

Select **REGISTER FOR ACTIVITIES**



City of Staunton, VA

Sign In | New Account  
Cart  0 [Checkout](#)



[get registered](#) 

[browse classes](#) 

### Activity Guide

Athletics

Before and After School Childcare

Dance and Music

Outdoor Adventures

Fitness and Wellbeing

Personal Development

Furry Family

Time Outside

Get Creative

Toddler/Pre K

Health and Self

Trips

In the Kitchen this Season

Youth and Teens

stay connected:



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Step 2: Select **NEW ACCOUNT** at the top right of the page



## Primary Contact Details

[Next >](#)

Please enter the contact details for the primary account holder. Additional family members can be added after you have created your account.

\* Indicates required fields

first name*	contact preference*
<input type="text"/>	<input type="text" value="- Select -"/>
middle name	home phone
<input type="text"/>	<input type="text"/>
last name*	mobile phone
<input type="text"/>	<input type="text"/>
date of birth (mm/dd/yyyy)*	work phone
<input type="text"/>	<input type="text"/>
gender*	alternative phone
<input type="text" value="- Select -"/>	<input type="text"/>

[Next >](#)

Step 3: Complete **PRIMARY CONTACT DETAILS** section and click **NEXT**

\*Please be as thorough as possible



CONTACT DETAILS

BILLING ADDRESS

EMAIL

CONFIRM

## Contact Address

[< Back](#)

[Next >](#)

\* Indicates required fields

address line 1\*

address line 2

city\*

state\*

county

zip\*

[< Back](#)

[Next >](#)

Step 4: Complete **CONTACT ADDRESS** section and click **NEXT**

\*Please be as thorough as possible



CONTACT DETAILS BILLING ADDRESS EMAIL CONFIRM

## Email

[< Back](#) [Next >](#)

Please note that the email address will be used as your login id and a temporary password will be emailed.

\* Indicates required fields

email address\*

confirm email address\*

[< Back](#) [Next >](#)

Step 5: Complete **EMAIL** section and click **NEXT**



CONTACT DETAILS

BILLING ADDRESS

EMAIL

CONFIRM

Please review the information below for accuracy before creating your account.

[< Back](#)

[Save](#)

## Details

**name:**  
William P Tams

**gender:**  
Male

**date of birth:**  
05/19/1917

**contact preference:**  
Email

**home phone:**  
[540-332-3945](tel:540-332-3945)

**mobile phone:**  
[540-867-5309](tel:540-867-5309)

**work phone:**

**alternative phone:**

## Billing Address

**resident:**  
Yes

**address line 1:**  
600 Churchville Ave

**address line 2:**

**city:**  
Staunton

**state:**  
VA

Step 6: Review your saved details and if correct, click **SAVE**



## Registration Successful

Thank you for registering for our site. You should be receiving an email with your password. Please log-in after you have received this information.

Once you have logged in, you can begin to add family members to your account and register yourself or a family member for activities.

[Sign In](#)

Success! Now, sign in to the email account you registered with to complete registration.

**YAHOO! MAIL** | Search: Staunton Parks and Recreation, search your mailbox | [Search Mail](#) | [Search Web](#)

Compose | Archive | Move | Delete | Spam | More

• Welcome to your online recreation account

**parksandrec@ci.staunton.va.us**  
To: stauntonparksandrecreation@yahoo.com

This message contains blocked images. [Show Images](#) [Change this setting](#)

Staunton Parks & Recreation  
William Tams,  
Thank you for registering for an online recreation account!  
To begin using your account, you must verify your email address. Here is your login information:  
**Username:** stauntonparksandrecreation@yahoo.com  
**Temporary Password:** 8b75cc  
Please log in [here](#) or at the link below and **Sign In** to be prompted to reset your password.  
[Complete Account Registration](#)

The email will look like this. Use the embedded link to sign in- you MUST copy the temporary password and enter it manually to sign in.



## Change Password

Change Password

\* Indicates required fields

Temporary Password

New Password


Confirm New Password

Change Password

**Step 7: Enter your temporary password and then change it to one you will remember. This is the password you will use for all future online transactions.**



[get registered](#) 

[browse classes](#) 

Activity Guide

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stay connected:



You are now signed in to the Online Portal. Here you can browse classes and easily register.

Keyword

Class Type

Start Date

End Date

Location

Category

Gender

Age



Class ▲	Description	Date	Fee	Age	Total Result: 65
<b>Advanced Glamour Make-up</b> Location: Montgomery Hall Park Activity Room 1135 Status: Open	Learn advanced make-up tips and techniques for that special occasion. Find out how to get that glamorous look of your favorite Hollywood stars and build confidence to have a fresh look every day. Ages 13+. Instructor: Jessica Sawyers.	Start Date: 11/17/2017 End Date: 11/17/2017 F: 07:00 PM - 08:30 PM	<b>\$25.00</b> Non-Resident: \$27.00	Ages 13 - 120 Gender Coed	<a href="#">Register</a>
<b>Advanced Line Dance with Sharon</b> Location: Gypsy Hill Park Garden Center 1142	Take those next steps! Class geared for those 45 and wiser! Some line dance experience necessary. Coordinator: Sharon Sturdivent *Unable to apply Senior Discount when registering online. Please call the rec office at	Start Date: 09/07/2017 End Date: 12/14/2017 Th: 11:00 AM - 12:00 PM	<b>\$10.00</b> Non-Resident: \$12.00	Ages 45 - 120 Gender Coed	<a href="#">Register</a>
<b>Advanced Sign Language</b> Location: Montgomery Hall Park Conference Room 1124 Status: Open	This class developed out of a demand for further education in learning sign language. This class is for those who have already taken our learn American Sign Language class or already have basic knowledge and practice. In this class	Start Date: 10/09/2017 End Date: 11/27/2017 M: 06:00 PM - 07:30 PM	<b>\$84.00</b> Non-Resident: \$86.00	Ages 16 - 120 Gender Coed	<a href="#">Register</a>
<b>Amazing Magic and Illusion</b> Location: Montgomery Hall Park Activity Room 1108 Status: Open	Have you ever wanted to be a magician? Do you like to entertain your friends and family? This is the class for you! Our Amazing Magic and Illusion Class will be a hands on interactive environment where you will learn some amazing	Start Date: 11/07/2017 End Date: 11/28/2017 Tu: 06:00 PM - 07:30 PM	<b>\$39.00</b> Non-Resident: \$41.00	Ages 5 - 120 Gender Coed	<a href="#">Register</a>
<b>Ballroom Dancing</b> Location: Gypsy Hill Park Garden Center 1146 Status: Open	Say goodbye to those two left feet! Get more enjoyment out of life, starting with you next. Great for date night with your spouse! Wow your friends with your new talent. Fun and easy, learn dances such as the Fox Trot, Swing, Tango,	Start Date: 10/17/2017 End Date: 11/14/2017 Tu: 06:30 PM - 07:20 PM	<b>\$48.00</b> Non-Resident: \$50.00	Ages 18 - 120 Gender Coed	<a href="#">Register</a>
<b>Basic Everyday Make-up Application</b> Location: Montgomery Hall Park Activity Room 1134	Make-up application made easy for you. Learn blending techniques using basic tools and color. Learn how to pick your own color palate to compliment your skin, eyes, mouth, and cheeks. These basic tips will give you the confidence to	Start Date: 11/10/2017 End Date: 11/10/2017 F: 07:00 PM - 08:30 PM	<b>\$25.00</b> Non-Resident: \$27.00	Ages 13 - 120 Gender Coed	<a href="#">Register</a>
<b>Basic Guidelines for Grant Writing</b> Location: Montgomery Hall Park Activity Room	Interested in learning a new skill-set that contributes great value to great causes? Learning the basics of grant writing can help you to do just that! This course takes the	Start Date: 12/02/2017 End Date: 12/02/2017 Sa: 09:00 AM - 12:00 PM	<b>\$25.00</b> Non-Resident: \$27.00	Ages 18 - 120 Gender Coed	<a href="#">Register</a>

Here you can search for a class or scroll down the page, clicking to the next page at the bottom. Choose your class on the right side by clicking the green **Register** button.

## Advanced Line Dance with Sharon

1142

Resident Total: 10.00 / Non-Resident Total: 12.00

[Add to Cart](#)

[Return to Results](#)

By checking this box, I certify that I have read, understand and agree to the terms shown [here](#).

**Location:** Gypsy Hill Park Garden Center  
**Fee (Resident/Non-Resident):** 10.00 / 12.00  
**Start Date:** 09/07/2017  
**End Date:** 12/14/2017  
**Times:** Th: 11:00 AM - 12:00 PM

**Type:** Recreation Classes  
**Status:** Open  
**Registration Period:** 8/1/2017 12:00:00 AM - 10/30/2017 11:30:00 PM  
**Age:** 45 - 120  
**Gender:** Coed  
**Class Capacity:** 0 - 25  
**Registrants:** 0  
**Waitlist Count:** 0

### Description:

Take those next steps! Class geared for those 45 and wiser! Some line dance experience necessary. Coordinator: Sharon Sturdivent

*\*Unable to apply Senior Discount when registering online. Please call the rec office at 332.3945 for more information*

### Add-Ons

The selected class does not have any Add-Ons

Once you choose a class to register for, all information will be listed. Check the box to agree to the terms, and then click [Add to Cart](#).



## Cart

[Continue Shopping](#)

[Empty Cart](#)

### Advanced Line Dance with Sharon

[Next >](#)

**Location:** Gypsy Hill Park Garden Center

**Type:** Recreation Classes

**Gender:** Coed

**Age Range:** 45 - 120

**Class Number:** 1142

**Registration Dates:** 8/1/2017 - 10/30/2017

**Dates:** 9/7/2017 - 12/14/2017

**Times:** Th: 11:00 AM - 12:00 PM

[Remove](#)

**\* Registrant:**

- Select -

[Add new dependent](#)

Class **\$10.00**

Add-Ons **\$0.00**

**\$10.00**

Attachments

[Add](#)

Subtotal: \$10.00

[Next >](#)

This is a view of your shopping cart. It lists the classes you have selected to register for.

## Cart

[Continue Shopping](#)

[Empty Cart](#)

### Advanced Line Dance with Sharon

[Next >](#)

**Location:** Gypsy Hill Park Garden Center

**Type:** Recreation Classes

**Gender:** Coed

**Age Range:** 45 - 120

**Class Number:** 1142

**Registration Dates:** 8/1/2017 - 10/30/2017

**Dates:** 9/7/2017 - 12/14/2017

**Times:** Th: 11:00 AM - 12:00 PM

[Remove](#)

\* **Registrant:**

Class **\$10.00**

Add-Ons **\$0.00**

**\$10.00**

Attachments

[Add](#)

Subtotal: \$10.00

[Next >](#)

From the dropdown box, be sure to choose which registrant you wish to register. For example-choose yourself, or any dependents you may have included in your Customer Profile.

Then click [Next](#)



Checkout

Final Step - Make a Payment

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## Payment

Payment Method

Credit Card



[PayNow >](#)

## Order Summary

Invoice To: Tams, William

Due Date: 8/22/2017

William Tams : 1142 - Advanced Line Dance with Sharon - Recreation Classes - Gypsy Hill Park Garden Center

Advanced Line Dance with Sharon	1	\$10.00
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Total: \$10.00

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Your method of payment will be Credit Card. To complete payment and register for your activity, click [PayNow](#) which will take you to the payment screen. A receipt will be emailed to the account we have on file for you.

Thank you for choosing Staunton Parks and Recreation!

Please let us know if you have any questions or problems  
registering: 540.332.3945

Hours of Operation  
M-F 8am-5pm

