



4/22/11

Dear Lemont Park District Patrons,

Web Trac is here—our new LIVE online registration software! This new LIVE Real-Time web registration tool will allow you to register and enroll immediately, and also access your receipt all in one transaction. Using this new secure web site will expedite your registration process!

Registration for programs online is just a click away; from our home screen at www.LemontParkDistrict.org click on the “Online Registration” link on the left-hand side of the page. This will direct you to our new secure online registration page and this is where you will easily be able to create your account. Here are some key points to help you with this process:

- The web address for online registration is:
<https://webtrac.lemontparkdistrict.org/wbwsc/webtrac.wsc/wbsplash.html>
- You will need to have a valid email address in our system to register for the first time.
- Your username will be the email address associated with your account with us.
- Your password will be your zip code.
- Once you have logged in, you will be able to change these setting by entering “My Account” at the top of the page then click on “Change Username and Password.” Here you will be able to set this so you will not forget! Please also answer the two security question which you will be required to answer if you ever forget your Username or Password.

Browse the site! There are plenty of fantastic NEW features like...

- **Activity Calendars for your family** – Now you will have a calendar to help you remember what activity, where the activity is located, time of activity, and which family member to take to the activity. Never forget a class again!
- **Want to rent a room?** Now you will be able to view our rental space availability online. Just browse the Search> Facilities section to look at availability!
- **Print your pass visit history report** – Now you can do this from the comfort of your own home! Just go to My Account> Print Member Visits> Fill out the required information and you have your visit history!
- **Need to reprint receipts for services or classes?** You can do this under “My Account” > “Receipt Reprint” ... it'll save you a trip into the Park District!

There are several more options for your convenience. Classes will be updated in Real-Time so you will know the status of the class! If you have any trouble please contact our customer service representatives for assistance at 630-257-6787.

Thank you and enjoy the new Web Trac!

The Lemont Park District Team