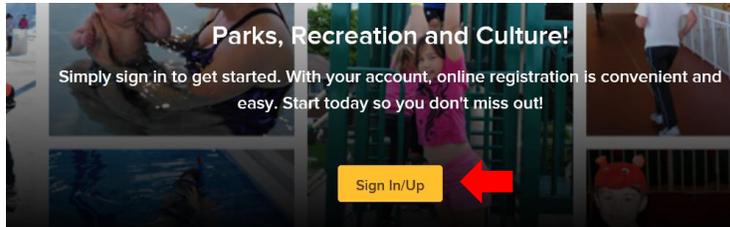


## Registering in a Drop-in Program

1. Sign in or create an account by clicking the button in the middle of the screen. If you have an account already but don't know the password click on 'Forgot your Password?'. A temporary password will be emailed to you.

A login and account creation form. The top section is titled 'Already have an account?' with a red arrow pointing to it from the right. It contains fields for 'Email' and 'Password', a reCAPTCHA checkbox labeled 'I'm not a robot', and links for 'Forgot your login name?' and 'Forgot your password?'. A green 'Login' button is at the bottom. The bottom section is titled 'Don't have an Account?' with a red arrow pointing to it from the right, and contains a blue 'Create New Account' button.

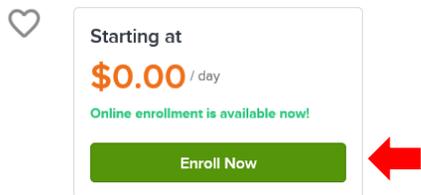
2. Once signed in click on the 'Activities' tab at the top of the screen.



3. Either search for the program you wish to register in or scroll down until you find the program you want register in. Click on the skating program you wish to register in. Click on 'Enroll Now' or on the program name.

A search results page for 'skate'. At the top is a search bar with 'skate' entered and a green 'Search' button. Below are filter tabs for 'When', 'Where', and 'Activities'. A 'In progress / Future' filter is active. The results show 'Found 3 matching results' with options to 'Sort by: Name' and 'Map view'. Three activity cards are listed: 1. 'Adult & Tot Skate | Monday & Fridays 9:00 - 10:00am' with an 'Enroll Now' button. 2. 'Adult/Senior Skate | Monday & Friday 10:00 - 11:00am' with an 'Enroll Now' button. 3. 'Public Skate | Sunday 12:30 - 1:20pm' with a 'Free' label and an 'Enroll Now' button. Each card includes details like ID, age, location, and start date.

- You will be taken to a program detail page that will provide you with information about the program. Please read through the program description carefully for all program details. Click on 'Enroll Now'.



Starting at  
**\$0.00** / day  
Online enrollment is available now!  
Enroll Now

- Choose the person you will be enrolling in the program from the drop down list.

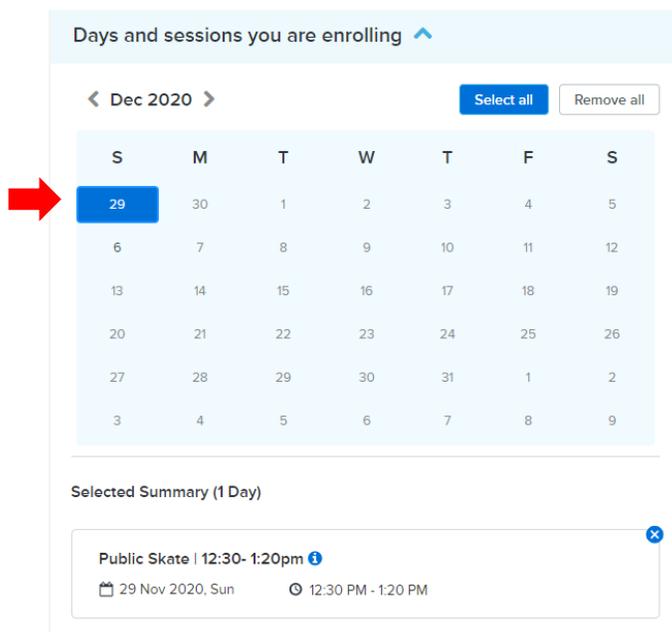
## Enroll in Public Skate | Sunday 12:30 - 1:20pm



Who are you enrolling? ^

Participant Select Participant v

- Choose the date(s) you want to enroll in. (The dates will be bolded compared to dates not available for the program.) The program will automatically choose the session available for that day. You will be able to choose more than one date.



Days and sessions you are enrolling ^

< Dec 2020 > Select all Remove all

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Selected Summary (1 Day)

Public Skate | 12:30- 1:20pm i

29 Nov 2020, Sun 12:30 PM - 1:20 PM x

7. Before adding your program to cart customers will need to scroll down to 'Enrollment Details' and answer the program questions.

**Enrollment Details** ^

\* Do you or the individual being registered have a confirmed case of COVID-19? *(Required)*

Select one...

\* Do you or the individual being registered have any of the following symptoms which are new and not related to seasonal allergies or pre-existing medical conditions? - Fever, Chills, Cough, Barking cough/whistling noise when breathing, Shortness of breath/unable to breathe deeply, Sore throat, Difficulty swallowing, Runny, stuff or congested nose, Lost sense of taste or smell, Pink eye, Headache that is unusual or long lasting, Digestive issues (ie. nausea, vomiting, diarrhea), muscle aches. *(Required)*

Select one...

\* Have you or the individual being registered travelled outside of Canada in the last 14 days? *(Required)*

Select one...

\* In the last 14 days have you or the individual being registered been in close contact (less than 2 metres away in the same area, or living in the same home) with someone who: Has tested positive for COVID-19; or Is currently sick with new COVID-19 symptoms (see previous question for list of symptoms); or Returned from outside Canada in the last two weeks with new COVID-19 symptoms? *(Required)*

Select one...

8. Once the customer has chosen their sessions and answered the customer questions click on 'Add to cart'. If you are registering another person click on 'Activities' again at the top of the screen and repeat the registration process again.

### Fee Summary

[View Details](#)

Subtotal \$10.00  
Taxes \$0.00

**Total \$10.00**

**Add to cart**

9. In the shopping cart customers are to review the waiver(s) for the program and initial that it/they has been reviewed. Click on 'check out'.

### Shopping Cart

Lyndsay Regier **LR** 1 item, \$0.00 in total.

**Public Skate | Sunday 12:30 - 1:20pm - 7497** \$0.00

FLEXREG  
1 day(s) added on Nov 29, 2020

### Order Summary

Subtotal \$0.00  
**Due Now \$0.00**

Enter coupon code

**Finish**



### 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 [Hanover Ice Activity Waiver - Public Skates \[Program Enrollment: Public Skate | Sunday 12:30 - 1:20pm - 7497\]](#). *Required*

\* I have read and agree to [Public Skating Guidelines \[Program Enrollment: Public Skate | Sunday 12:30 - 1:20pm - 7497\]](#). *Required*



10. Customer then can finish the transaction by entering they credit card information and clicking on 'Pay'.

## Check Out

### Payment Information

**Payment Method**

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

We accept the following card types:

Name on card \*

Card number \*

Expiration date \*

Month  / Year

CVV/CVC \*

Store this card for future use



[Saving Credit Card Security Guarantee](#)

### Order Summary

Subtotal \$5.50

**Due Now \$5.50**

Gift Card

For assistance please call 519.364.2310 x 0 or email [recreation@hanover.ca](mailto:recreation@hanover.ca).