



Stratford Recreation Department WebTrac Online Registration Program Instructions



Now you can register online anytime. We accept online registration for most programs through our WebTrac program at www.townofstratford.com/recreation.

- In order to access the Online Registration program you must have a user name and password. Call the Recreation Office to obtain your user name and password.
- Under "My Account" you may change your user name and password, add household information, add household members. Please be sure that all information for household members is accurate, especially ages and grades.
- The numbers next to the programs indicate the program and section numbers for WebTrac. If a program does not have an Activity Number & Section Number you cannot register online but must come to the office or program site.
- Please register on the date indicated for the start of registration. WebTrac will not allow registration before this date. If a program appears full on WebTrac, please register for Waiting List or call the Recreation Office for assistance.
- Camp Registrations on WebTrac do not allow for discounts for multiple children. Please visit the office to take advantage of this discount program.
- Go to the Town's website at www.townofstratford.com/recreation.
- Click on "**Register for Programs Online**".
- Enter User Name and Password. Click on **Shop** and **Activity Enrollment**.
- Enter the Program Number and Section Number of program. **Add to Shopping Cart**.
- Click on "**I agree**" on the Participant Waiver Form.
- If you would like to enroll in another program click on **yes**. If not click on **Cancel**.
- Proceed to Checkout. Complete Credit Card information and click on **go**.
- Print receipt.

**The Recreation Department accepts most major credit cards
for its programs.**

**A Special Registration Day will be held Saturday March 7 from 10:00
am to 12:00 pm at the Recreation Office at Short Beach Park for all
Youth Spring & Summer programs except Swim Lessons.**