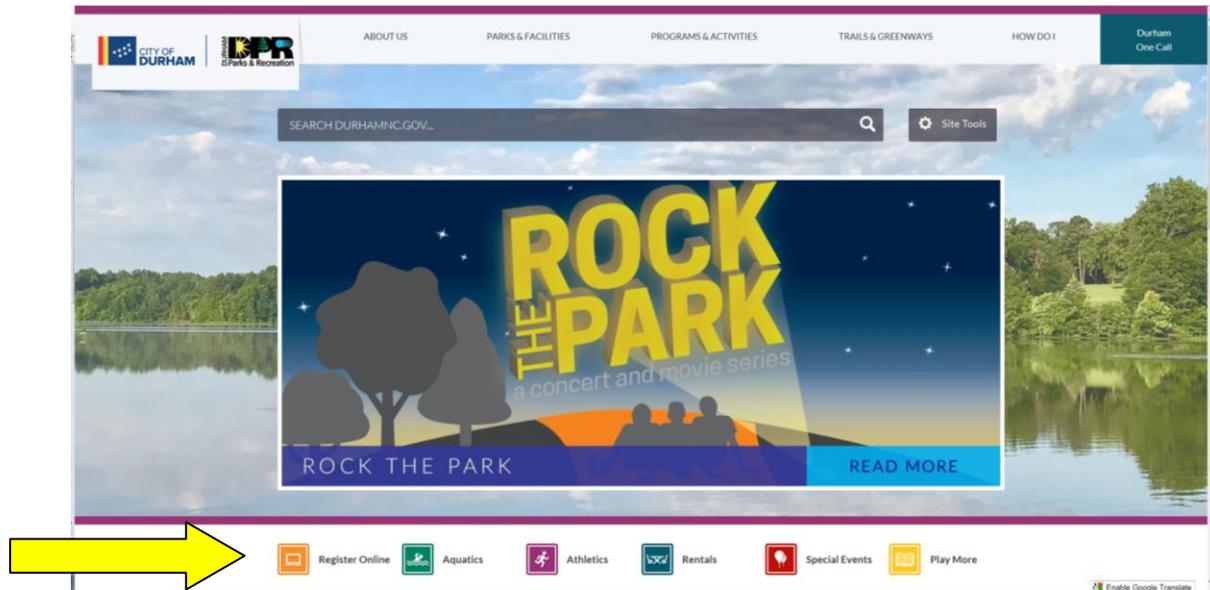


## Instructions for Online Registration for Dog Parks

- Go to [www.DPRPlayMore.org](http://www.DPRPlayMore.org). The buttons along the bottom on screen below the picture includes a button called "Register online."



- Click on the link then follow the link to our online registration site at <https://apm.activecommunities.com/dprplaymore>.
- Sign in by following the steps below. You will need to create an Active Net account. If you have purchased a dog park tag in the past three years or participated in other DPR activities, you are an existing customer. If not, follow the steps to create a new account.

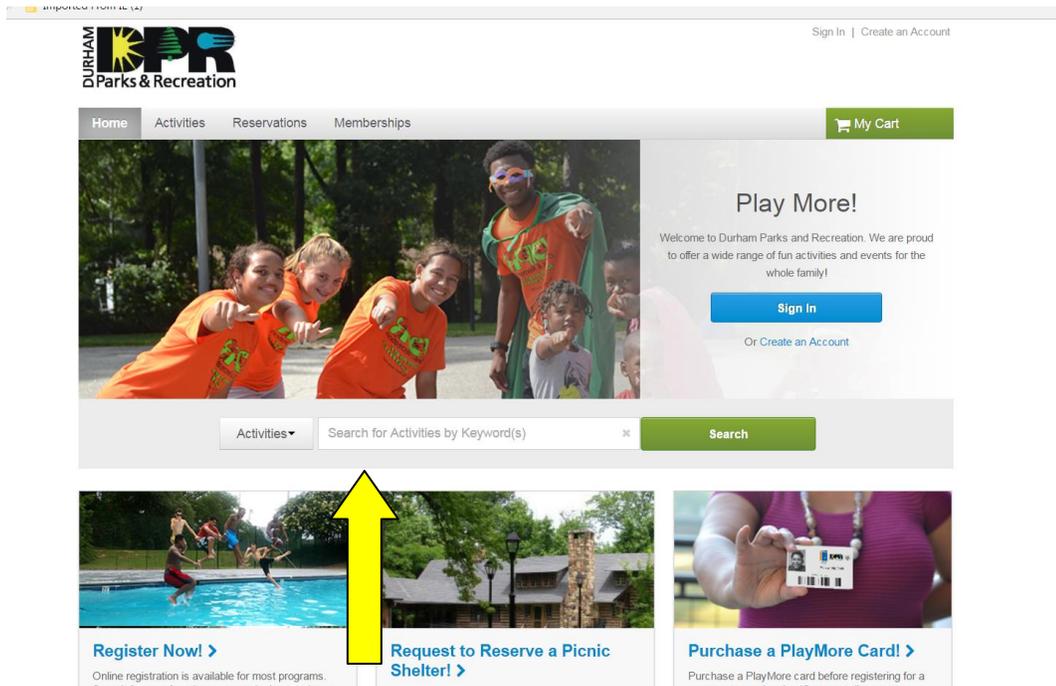
### Creating Your Active Net Account Existing Customers

1. Start by accessing our new registration site: [apm.activecommunities.com/dprplaymore](https://apm.activecommunities.com/dprplaymore)
2. Click on Sign In
3. Click on Forget Your Password?
4. Enter your email address (from the previous system) and hit Submit.
5. You will receive an email with a temporary password within a few minutes.
6. Sign in using your email address and new temporary password.
7. Update your account and add any family members so you can register for activities with the click of your mouse.
8. If your email was not recognized, click Create New Account and follow the on-screen prompts.

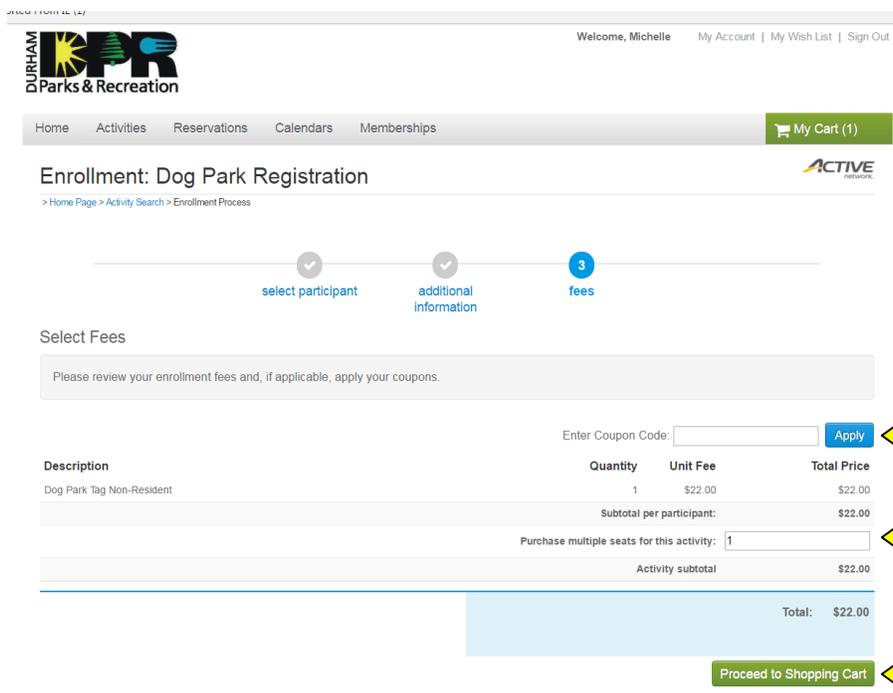
### Creating Your Active Net Account New Customers

1. Start by accessing our new registration site: [apm.activecommunities.com/dprplaymore](https://apm.activecommunities.com/dprplaymore)
2. Click Create an Account
3. Fill in your name and address. Required fields will be denoted by a red asterisk (\*)
4. Fill in your Contact Information. \*Note: To receive text message alerts, including cancellation notifications, please indicate your cell phone carrier. Click Next when complete.
5. Enter your personal information then click Next.
6. Fill in your Emergency Contact Information then click Next.
7. Provide your Account Information. Create a secure password you will be able to remember, but others will not be able to guess. If you prefer not to use your email to login, please create an alternate Login ID.
8. Once you complete all required fields, click Create Account.

- Once you have logged in, you are ready to register for the Dog Parks.
- Type "dog park" in the search box.



- Click the **Add to Cart** button next to the course. On the next screen, select your name from the drop down box, then click **Next**.
- Answer the questions: Enter your dog name(s) in the space provided. Dog Park tag number should be left blank. DPR staff will fill in that information after a tag is assigned to your dog. Confirm that vaccinations are current, and will be emailed to [DurhamDogPark@durhamnc.gov](mailto:DurhamDogPark@durhamnc.gov). Click **Next**.
- This will take you to the fees screen. If you are only registering one dog, click **Proceed to Shopping Cart**. If you are registering two or more dogs, you must change the quantity. Enter the number of dogs in the “Purchase multiple seats for this activity” box. You are also eligible for a multi-dog discount. Enter the appropriate coupon code in the coupon code box, then click **Apply**, then **Proceed to Shopping Cart**.



Coupon Codes:	
# Dogs	Code
2	2dogs
3	3dogs
4	4dogs
5	5dogs

- Follow the screen instructions to complete your payment. Please save or print your receipt for your records.

- Finally, email your dog(s) vaccination records to [Durhamdogpark@durhamnc.gov](mailto:Durhamdogpark@durhamnc.gov). You will also need to sign and email the waiver form.
- Once your vaccination records and waiver have been received, your Dog Park tag(s) will be assigned, and mailed to the address listed on your account.

*If you have any questions, or need assistance with the registration process, please call (919) 560-4355 or email [DurhamDogPark@durhamnc.gov](mailto:DurhamDogPark@durhamnc.gov).*