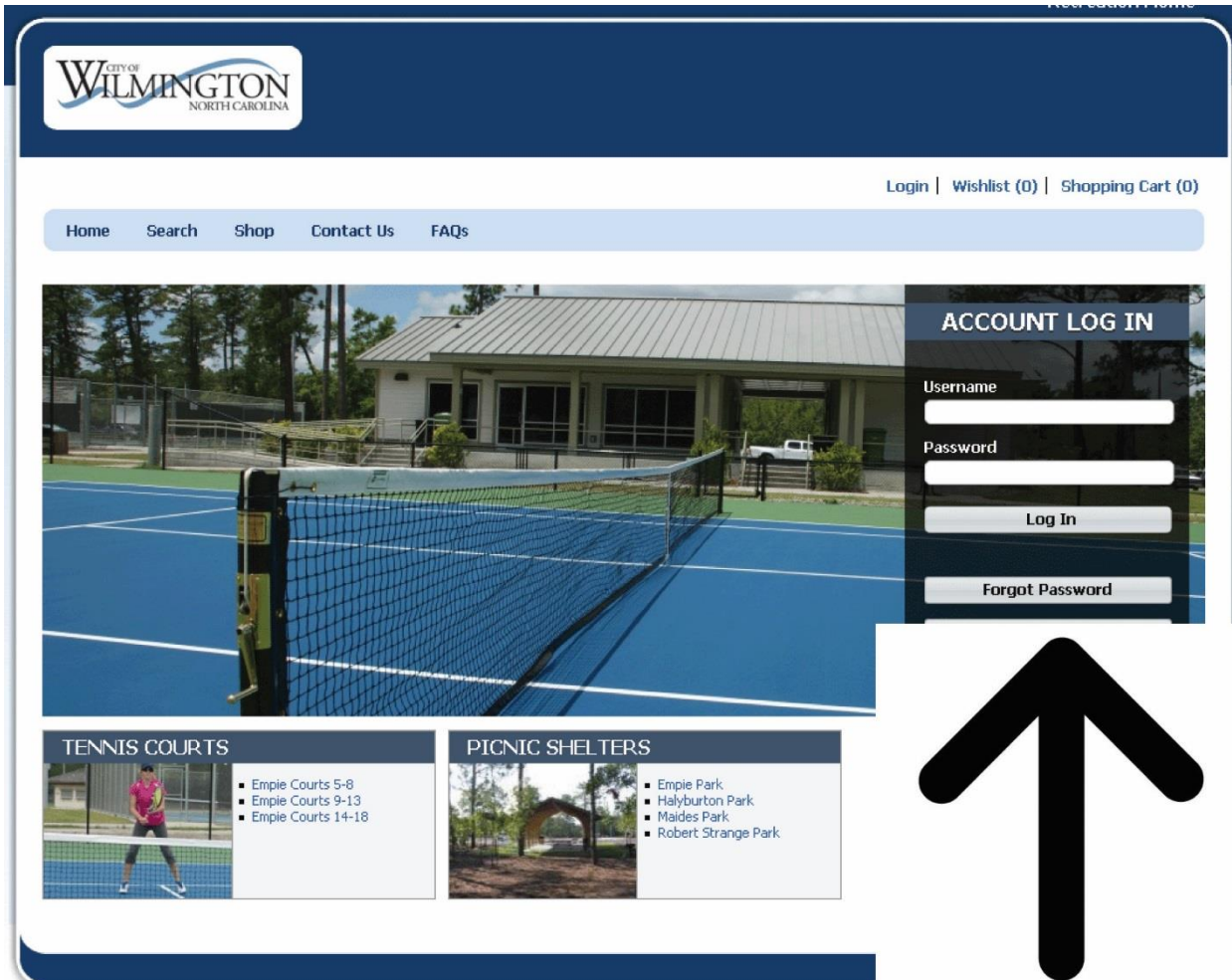


# WEB REGISTRATION

1. Go To [webreg.wilmingtonnc.gov](http://webreg.wilmingtonnc.gov) (*note you must be logged in to register for the Parade*)
2. If you have taken programs with us in the past, you are in our system. Simply click on Forgot Password and you will receive email with your username/password. If you have not signed up for programs, click on Create Account.



3. When you click on Forgot Password - you will receive 2 emails one with Username and one with Password. You can then register for programs, reserve tennis courts and reserve shelters.

## When you first Log in (New Users)

1. Go To My Account – You can then Change Login Data (username/password) and you can add additional family members or update your household information (address/phone etc)

The screenshot shows the City of Wilmington Recreation website interface. At the top left is the logo for the City of Wilmington, North Carolina. On the right side of the top navigation bar, there are links for "Logout", "Wishlist (0)", and "Shopping Cart (0)". The main navigation bar includes "Home", "Search", "Shop", "My Account", "Contact Us", and "FAQs". A dropdown menu is open under "My Account", listing options: "My History", "Household Roster", "Household Activity Calendar", "Household Calendar", "Reprint A Receipt", "Pay Old Balances", "Change Login Data", "Change Household Data", "Change Member Data", and "Member Visit Report". A "YOU ARE LOGGED IN!" notification box is visible on the right, containing buttons for "Household Calendar", "Change Your Password", "Update Account Details", "View Shopping History", "Print Childcare Statement", and "Log Out". Below the navigation bar, there are three main content sections: "TENNIS COURTS" with a list of courts (Empie Courts 5-8, 9-13, 14-18), "PICNIC SHELTERS" with a list of parks (Empie Park, Halyburton Park, Maides Park, Robert Strange Park), and "QUICK LINKS" with links for "Find Activities!", "FAQS", and "Contact Us".

## For Holiday Parade Entry information:

1. **REMEMBER** - Log in prior to registering for parade or any program (if you don't log in you will be sent back to front page)
2. Answer all questions. The information you provide about organization & entry will be used for television coverage.

If you have questions with web registration, please call 341-3237 or email [info@wilmingtonrecreation.com](mailto:info@wilmingtonrecreation.com)