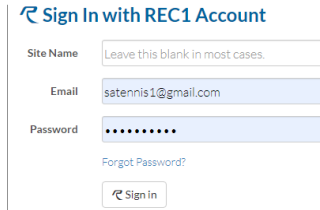


CIVICREC

Manage your account online!

(If you have already registered with the CIVIC REC system, if not, then create an account first)

1. Enter 'https://secure.rec1.com' in your web browser, enter your login information and click "Sign In."



Sign In with REC1 Account

Site Name: Leave this blank in most cases.

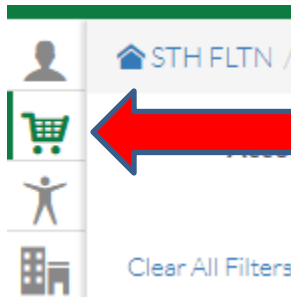
Email: satennis1@gmail.com

Password:

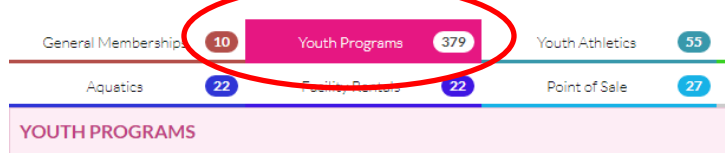
Forgot Password?

Sign In

2. On the left side of the screen, click the "shopping cart" icon.



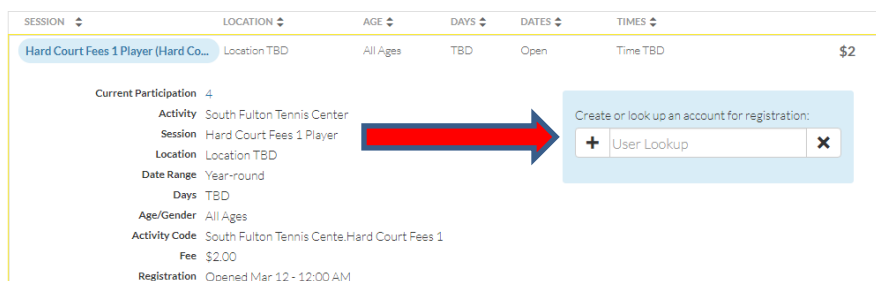
3. Select the tab labeled "Youth Programs."



4. Scroll to the bottom of the screen and select "South Fulton Tennis Center" to view the available sessions.



5. Use the numbers at the bottom of the screen to navigate to the appropriate session.
6. Select the appropriate session. Example sessions include: "High Youth Development," "Team Tennis," "Summer Camp," or "Adult Drills."
7. Once the session is selected, start typing in the "User Lookup" box.



SESSION LOCATION AGE DAYS DATES TIMES

Hard Court Fees 1 Player (Hard Co... Location TBD All Ages TBD Open Time TBD \$2

Current Participation: 4

Activity: South Fulton Tennis Center

Session: Hard Court Fees 1 Player

Location: Location TBD

Date Range: Year-round

Days: TBD

Age/Gender: All Ages

Activity Code: South Fulton Tennis Cente.Hard Court Fees 1

Fee: \$2.00

Registration: Opened Mar 12 - 12:00 AM

Create or look up an account for registration:

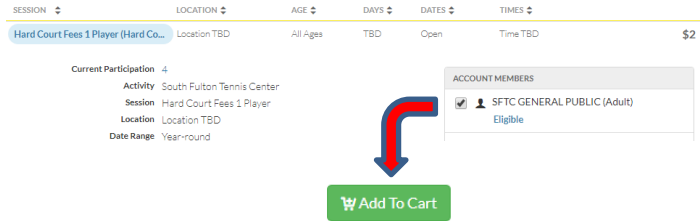
+ User Lookup X



Manage your account online!

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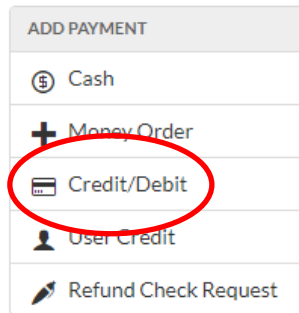
8. Once your name populates, select the checkbox, and click “Add To Cart.”



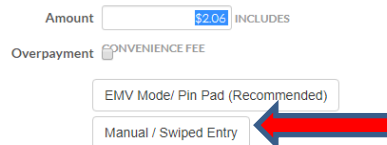
9. You will see your selected session and member in the “Item” box. Then select “Checkout.”



10. On the Payment screen, select “Credit/Debit.”



11. Now select “Manual/Swiped Entry.”



12. Enter your card information and select “Make Payment.”



You're all set!
Thank you for using Civic Rec!