

ONLINE REGISTRATION INFORMATION

If you are a member of Beede Swim and Fitness Center or have taken any Recreation Programs in the past you already are in the database. Therefore you may access and update your account by following the instructions below. If you do not have an account you can set one up by clicking "Create Account". To prevent duplicate households please use one ID and password per household. Please list parent/guardian as head of household.

To Register for a program from **CONCORDREC.COM** click on the red REGISTER NOW button to reach the on-line registration site. We do suggest you bookmark the site for future reference.

1. To register, first log in to your account.
 - Your user name is your email address. If you know your password then please enter it. (ID and password can be changed)
 - If you do not know or forgot your password click on the "Forgot Password" button and type in your email address. Click on the "Submit" button. An email will be sent with a link to reset your password.
 - After resetting your password go to the home screen and log in.
2. Click the "Activity Registration" button or the appropriate picture at the bottom of the screen to register.
3. Programs listed are current and upcoming.
4. Programs can be narrowed down by type, subtype, location, activity #, keywords, age and days of the week.
5. To add a program to the cart click on the shopping cart on the left side of the program listing.
6. Additional buttons are located on the right side of the program listing
 - Blue "i" Icon gives more information about the class
 - Building Icon gives information on location
 - Green Icon gives information about how to share on social media
7. Information on availability for each program is as follows
 - "Available"-Program is open for registration and there is space to register
 - "Waitlist"-This program has a waitlist option and you may put someone on the list.
 - "Full"-the program is full but may also have a waitlist feature and no one has been put on the list yet
 - "Unavailable"-This program may have space available however, on-line registration is not available at this time. Please click on the blue "i" for more information or call for details.

Please see "i" button about registration instructions for each activity. Some programs require more information

Please feel free to call the office if you have any questions. 978-287-1050