

How to Register and Cancel Online for Drop-in Programs

Upgrades to the online registration process will happen on Friday, **February 12**. These changes are to make booking a drop-in time much easier. You can now:

- view the number of spots remaining for each activity
- cancel bookings online

The following Drop-in Activities require registration:

- Fitness, Health & Wellness: includes Fieldhouse classes, Deep Water Workout
- Lane Swim
- Public Swim: Includes Adult Swim and Leisure Swim
- Weight Room Usage
- Indoor Public Skate

When to call the PlayLine (306-777-7529):

- ✓ You need a Regina Recreation Online account
- ✓ If you need to cancel a drop-in activity that is happening that day

How to book:

- Registration is required for all drop-in programs
- Registration opens one week prior on Fridays
- Leisure Pass holders - select payment later; show your pass when you arrive
- Non-members can pay admission fee or present a coupon

Once you have an account here's how to register online:



1. Log onto your [account](#)
2. Select **Activities** and filter your search by Location, Activity Category, or a specific day. You can select more than one
3. Find **Activity Name** and click on the orange **More** button. (Individual booking times will appear underneath.) The next steps are as follows:

Location: **Sandra Schmirler Leisure Centre**

Meeting Dates: **In progress/future**

Days of the Week: Sun Mon Tue Wed Thu Fri Sat

Starting Date: From To

Starting Time: From To

Activity Category: **Weight Room Usage**

Age Category: All

Age Range: 0 - 100 yrs

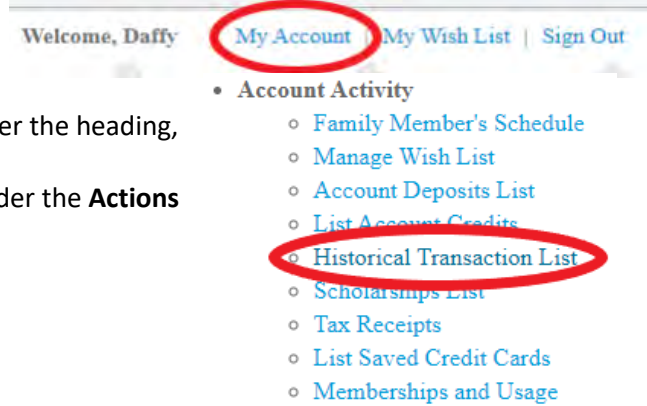
Clear Filters

Activity Name	Activity Number	Open	Day(s)	Time	First Meeting or Date Description	Location	Fee and Action
SSLC - Strength & Condition (Feb 1 - 7)	40482	44			Monday, Jan 25 - Sunday, Jan 31. Time slots may vary.	Sandra Schmirler Leisure Centre	More (9) ←
Strength & Conditioning - Thursday (09:45-10:45)	40483	5	Thu	9:45am - 10:45am	February 4, 2021 to February 4, 2021	Sandra Schmirler Leisure Centre	Add to Cart
Strength & Conditioning - Thursday (11:15-12:15)	40484	5	Thu	11:15am - 12:15pm	February 4, 2021 to February 4, 2021	Sandra Schmirler Leisure Centre	Add to Cart

- a. **Add to Cart** for appropriate day and time
 - b. Select family member you wish to register. Click **Next**
 - c. To register another person in the same program, select **Register Another Participant for this Activity**
 - d. If you wish to register for a different activity, click on **Add to Cart & Continue Shopping**
*If you have previously used any filters select new filters to search for a different activity
4. Once all activities have been selected, select **Proceed to Shopping Cart**. Review your cart and be sure to click **Finish** to complete the transaction.

How to Cancel a Drop-In Activity Online:

1. Log onto your [account](#)
2. Click on **My Account** in the top right-hand corner Under the heading, "Account Activity", select **Historical Transaction List**
3. Select any drop-in activity with a **withdraw** button under the **Actions** heading. Click on **Withdraw**
4. Click **Add to Cart** then click **Finish**



<u>Transaction</u>	<u>Description</u>	<u>Receipt</u>	<u>Date</u>	<u>Time</u>	<u>Customer</u>	<u>Actions</u>
Enroll	Strength & Conditioning - Thursday (09:45-10:45) #40473	3047692.001	Jan 25, 2021	3:26 PM	Daffy Duck	Withdraw