



ONLINE PROGRAM REGISTRATION

1

Where to Register?

Download the [Member | Dash by Daysmart mobile app](#) or follow this [link](#) if using a desktop (note: this link will not work properly on mobile)

2

Log in or Create Your Daysmart Account: Creating an Account

1. Mobile app users must select a company; search "Town of Petawawa" to find us (if using the desktop link above, the location will be selected automatically!)
2. Enter your email and password.
3. Enter **YOUR** information first

"I am trying to create an account, but an account with that email already exists?"

If you have registered in-person for any of our recreational programs, events, or have had a rental with us, you already have a Daysmart Account!

- Hit 'sign in' and then select "forgot my password"
- Enter your email address & hit submit
- Check your email for a password reset link (check your junk folder!)



3

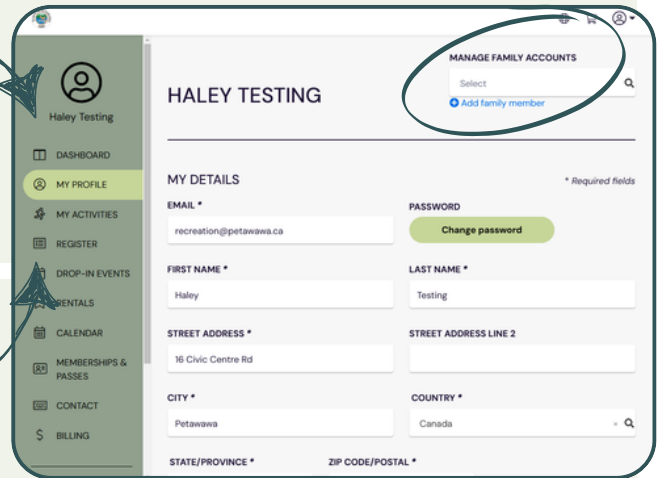
Adding Family Members

When **creating an account**, there is an option to add your child(ren) and/or partner to your account before hitting 'submit'.

Adding Family to Existing Account

If you already have an account, you can add family members at any time by selecting 'my profile' from the green menu.

(HIT  to find the green menu on mobile!)



4

Program / Camp Registration

Select "Register" from the green menu. Boxes will appear here for Programs and Summer Camps while registration is open.

- Select 'View' button on desired category
- Programs/Camps are organized into age category; select the view button on the desired category

5

Select the Registrant

When registering for a program, make sure that you have selected the correct participant

6

Submit Registration & Check Out!

Once you have submitted a registration, the program will be in your cart. Add all desired programs, review & check out!

If your registration was successful, you will receive an email receipt. Check your junk folder!

