HOW to REGISTER

1. Go to www.loudoun.gov/webtrac
2. Log in with your username and password
3. On the upper right click “Search” and select “Activity Search”
4. Find your activity#, type the six-digit# in the activity number box and click “Search” below
5. Click on the + sign to “Add to Cart” for each session you wish to register for
6. Click on “Add to Cart” again at bottom left of screen (you may have to scroll down)
7. Select participating family member(s) and then click “Continue”
8. Click on “Proceed to Checkout”
9. Submit payment and check email for receipt to confirm registration

WWW.LOUDOUN.GOV/WEBTRAC
703-777-0343