YOUR RECREATION ACCOUNT FEATURES



Updated May 2022

Once you've logged in using your MySurrey account information, your screen will look like this. If you are the primary account holder, you will see other family members listed. If you are NOT the primary account holder, you will only see yourself listed. Until further notice, TO ADD A FAMILY MEMBER please contact the call centre at 604-501-5100 during business hours.

(I) My Info	MySurrey	🐨 Buy a Pass	Find an Activity		
Family Men	nbers				
Run Statement			Add Family Memb	er	
Photo .			Full Name	Primary Phone	Email
			Julia Surrey	(604) 555-1234	surreyprcms+johnsurrey@gmail.com
8 🕞			Jane Surrey	(604) 555-2345	surreyprcms+johnsurrey@gmail.com
•			John Surrey	(604) 555-1234	surreyprcms+johnsurrey@gmail.com
			Jeff Surrey	(604) 555-1234	surreyprcms-johnsurrey@gmail.com
8					Displaying items

Customers may now manage and update information on their account. Click on each family member to see contact information, registered courses under schedules, transactions and financial information (if stored).

If you wish, you may enter emergency contacts and important medical information. For children in day camps, medical information stored here will be provided to instructors on the first day of camp, rather than filling in another form on site. Our new system meets the industry standard for encryption and security measures.

To ADD medical info, select the contact that you wish to include the information for from your list of family members. Select EDIT at top of screen. Add information. Click SAVE at bottom of screen.

♥ General Information					
First Name:	test				
Last Name:	onine1				
Age:	39				
Birthday:	01-Jan-1980				
Address:	12345 Surrey Lane Surrey, British Columbia Canada, v4n 0w1				
✓ Contact Information					
Primary Phone Type:	Default		Secondary Phone Type:	Work	
Primary Phone:	6049991234		Secondary Phone:		
Email:	surreyprcms+testonline1@Į	gmail.com 🖉 S	pecial Contact Instructions:		
✓ Emergency Contacts					
First Emergency Cor	ntact:	Second Emergency Contact:		Third Emergency Contact:	
First Contact Pl	none:	Second Contact Phone:		Third Contact Phone:	
First Contact Backup Ph	ione :	Second Contact Backup Phone :		Third Contact Backup Phone :	
First Contact Rela	ation:None	Second Contact Relation:	None	Third Contact Relation:	None
First Contact Authorized to P	Pick	Second Contact Authorized to P	Th	ird Contact Authorized to Pic	

View your current balance, see past payments, upcoming scheduled payments or make a payment by clicking on INVOICES.

Family Member D	amily Member Detail								
Edit Add Fam	nily Membery Invoices Recreation Surry Pass Jembership Pass Scames								
20 Sessions Remaining Ends: Nov 11, 2021	ends: Nov 20, 2019								
⊖ C ×	⊖ C ×								
✔ General Information									
First Name:	test								
Last Name:	onine1								
Age:	39								
Birthday:	01-Jan-1980								
Address:	12345 Surrey Lane Surrey, British Columbia Canada, v4n 0w1								
✓ Contact Information									
Primary Phone Type:	Default	Secondary Phone Type:	Work						
Primary Phone:	6049991234	Secondary Phone:							
Email:	surreyprcms+testonline1@gmail.com	Opecial Contact Instructions:							

1	nun	ICAC
-1	IIVO	ICC3

Make payment	Receipt							\$0,00 \$0,00
Invoice/Item	Customer	Payer	Status/Type	Invoice Date	Paid	Balance	Total	Trans/Item ID
Invoice - 917	test onine1	test onine1	Completed	06-Nov-2019	\$73.00	\$0.00	\$73.00	546
Invoice - 921	test onine1	test onine1	Completed	06-Nov-2019	\$42.80	\$0.00	\$42.80	550
Invoice - 924	test onine1	test onine1	Completed	12-Nov-2019	\$116.00	\$0.00	\$116.00	553
Invoice - 915	test onine1	test onine1	Completed	06-Nov-2019	\$31.80	\$0.00	\$31.80	544
Invoice - 914	test onine1	test onine1	Completed	06-Nov-2019	\$1,000.00	\$0.00	\$1,000.00	543
н н 1 н н	items per pag	e 10 🗸						1 - 5 of 5 items

Under SCHEDULES, see purchased programs in a calendar view. Click on each family member to see their purchased programs. Print calendar by clicking EXPORT TO PDF and then click EXPORT again to create a PDF of your calendar to print.

edules						
st onine1 🔳 Child	onine1					\frown
Novemb	ber 2019 >	Switch to List View			(Export to PDF ~
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28 OB:00 PM-09:30 PM test onine1 Spanish - Beginner - Adult /	29	30	31	01	05:00 PM-06:45 PM test onine1 Indoor Cycling - Adult / NSC -
03	04 08:00 PM-09:30 PM test onine 1 Spanish - Beginner - Adult /	05	06	07 12:00 AM-02:00 AM test onine1 Drop In Basketball - 13+ / SNC-	08 11:00 AM-12:00 PM test onine 1 Drop In Family Sports / A.H.P - S	09 06:00 PM-06:45 PM test online1 Indoor Cycling - Adult / NSC -
10	08:00 PM-09:30 PM test onine1	12	13	14	15	06:00 PM-06:45 PM test onine1

OR see purchased programs in LIST VIEW. You can add registered programs to your electronic calendar print a receipt or withdraw from a course by clicking ACTIONS and then choosing the appropriate option.

Switch to Calendar Vi	ew				
Show events: Current	& Future				
Name	Days	Time	Staff	ServiceName	
ndoor Cycling - Adult	Every Sat	06:00 PM - 06:45 PM		Indoor Cycling - Adult	Actions
panish - Beginner - A	Every Mon	08:00 PM - 09:30 PM		Spanish - Beginner - Adult	Actions
Drop In Family Sports	November 08,2019	11:00 AM - 12:00 PM		Drop In Family Sports	Actions

If your child passed their last swimming lesson, you will see it posted under ACTIVITY OUTCOMES.

If you have credit card information stored, you will see it under the FINANCE label. Click NEW each time you wish to enter another credit card.

(1) My Info	MySurrey	🗊 Buy a Pass	Find an Activity					
				✓ Save	Cancel			
Einanco Infe	0							
Finance into	0							
✓ Detail								
	O *Type:	Credit Card		•	*Holder Nam	e:		
	O Default:				Stati	s: Valid		
	Times Failed:	0						
	Notes:							
✓ Credit Card De	etail							
	*Credit Card Type:	Visa		•	Billing Addre	S: Copy Address from Pare	ent	
	*Credit Card Number:					Street		
0	*Card Verification Value:					City		
	*Exploy Month-	None				Canada		*
	copity months					British Columbia	Zip/Postal Code	
	*Expiry Year:	None		•				
Surtem Info								
 System mio 								
				✓ Save	Cancel			

If you have multiple credit cards associated with your account, you will also see them on the payment screen when you check out.

() My Info	MySurrey	😨 Buy a Pass	Find an Activity						
		Payment I Your available	Method e credit se your credit balance vailable: \$410.15			Order Summ Clear Cart Bootcamp - Adult Jane Surrey 7000 08-021-2019 - 30-0ct- 2019, 06:00 PM - 06:45 PH	ary 1 x \$22.00 Tax included ×		spot held unor inactive for 13 minutes
	I		ad's Card Expires: 01/33 ad's Card Expires: 02/24 Iom's Card Expires: 02/24 dd a new Card e on Card	Remember this	card	Payment Sum Subtotat: Tax: Gift Card or Promo Code	520.95 \$1.05		
		Card Expir	number ry month	 VISA Expiry Year 		Total Due Now	\$22.00		
		Billing	g Address						

Click BUY A PASS at the top of the screen to purchase annual or monthly recreation passes, swipe passes, child minding passes, personal training sessions or skate & helmet rentals.





Click the product you would like to purchase.

Select the person you are buying the pass for and fill in payment details. For annual memberships ONLY, you may choose a monthly payment plan.

SURREY City of Surrey				
	← Back Recreation Surrey Pass - 1 Year Who are you buying memberships for?			
	Child online 1 Z surreproms@gmail.com		(3)	
	Surreypromstessonline1@gmail.com	Qty: 1		1 YEAR
	+ Add a Family Member		1-Vear Recreation Surrey Passes a	are valid for unlimited drop-in activities at
	Select payment plan for all members: Recreation Surrey Monthly Plan	~	all City of Surrey indoor pools, are non-transferable. Passes can be su months. A \$5 fee will be charged to cards are subject to an administra	nas and recreation facilities. Passes are uspended and extended, once, up to three o cancel an annual pass. Replacement tive processing fee.
		Buy Now	Туре	Limited By Time
			Duration	365 day
			Service	Membership Pass Scanning
			Sharing	Individua

 Sharing
 Individual

 Price
 \$133.75 - \$534.25

Register for programs at any time by clicking on FIND AN ACTIVITY at the top of the screen. This will take you back to the main activities page.

City of Sur SURREY (604) 501-	rrey -5100				
① My Info	n Activity	😇 Buy a Pass	() My Surrey		
				Select an	Activity
Filters	Reset	Aquatics	Arer	nas	Arts
Keyword	Reset	<u>Aquatic Leade</u> Drop In Aquat	tic Fitness Drop	<u>o In Hockey</u> o In Skating	<u>Clay</u> <u>Crafts and Textiles</u>
Search Course Code or Keyword	Q	Swim Lesson	<u>s</u> <u>Hock</u>	<u>key</u> ing <u>Lessons</u>	<u>Dance</u> <u>Drawing and Painting</u>
Location	Reset	Fitness and			Drop In Arts
Location	~	Wellness	Gen	eral Interest	Mixed Media
		Dance Fitness	<u>Ada</u>	oted Courses	Music

Selecting MY SURREY will take you to the City of Surrey ONLINE SERVICES PAGE:



