### **ONLINE SEARCH GUIDE**

#### Please note that programs and offerings are subject to change in response to COVID guidelines.

To find the most up-to-date offerings, please visit our online registration program at **rec.ci.longmont.co.us** You can also access the online registration program via LongmontColorado.gov/rec and click the "Go To Registration" icon.

# Explore the different ways to find programs/offerings under All Activities.

- » From Registration Home, quick search for "All Activities"
- » Use search criteria, such as Keyword, to refine results. Consider searching by Begin Month, Age, and/or Location. Using Begin Month and not finding your classes? Try selecting the month prior as the first class may be in the earlier month.
- » Multi-select is an option for search criteria: for example, you can search programs for both a 7 & an 11 year old. On mobile devices, check the boxes for multiple options. On a PC, press and hold down the Ctrl key while also clicking on desired options.
- » Using Categories can be helpful, yet if you are not finding search results, try using "All categories" instead.
- » Use the "reset" button to clear out search criteria.

### **Reserve a time to use facilities under COVID-19 Reservations**

- » From Registration Home, quick search for "COVID-19 Reservations" for COVID-19 Reservation Category offerings.
- » Limit results to a specific location. Highlight the location desired. Multi-select is an option.
- » Use keyword search to bring up specific results. For example, "lap" brings up lap swim times while "open" brings up open swims. See the next pages for a listing of program keywords.
- » Know your code number but it isn't working anymore? Spring codes begin with "2"; Summer codes begin with "3"; Fall codes begin with "4"; Winter codes begin with "1".

## Sport League registrations are taken online

» From Registration Home, quick search for "Sports Leagues" for Adults.

There is no fee to make a reservation for pass holders and households with 20 visit passes. Non-pass holders pay the regular admittance fee at the time of reservation. All pass holders and households with 20 visit passes have online accounts: please do NOT create a new account—it will not link to your existing pass. Contact RecSupport@longmontcolorado.gov or call 303-651-8404 or 303-774-4800 for assistance accessing your online account. 20 visit passes are available for purchase/renewal online: quick search for "Membership & Passes".

#### We look forward to serving you!

We are committed to following all current state, county, and city guidelines for the health and safety of our customers and staff. Thank you for partnering with us by observing our facility use guidelines. If you have questions or concerns, please contact us at RecSupport@longmontcolorado.gov | 303-651-8404 | 303-774-4800 | 303-651-8406

