https://parksrec.egov.basgov.com/pendletonny
All steps are needed prior to registering your child(ren) for the summer rec program.

Step 1 - Create Primary Member Info (the parent/guardian)

- This is the parent/guardian creating the account
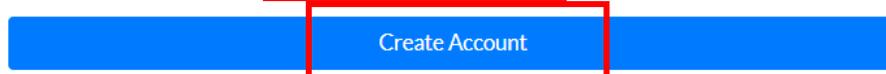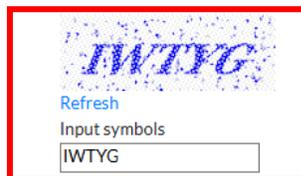- Click on Sign Up in the upper right

- Account Type – Individual
- Fill in all information
- Ensure you add the Input symbols
- Then click on Create Account
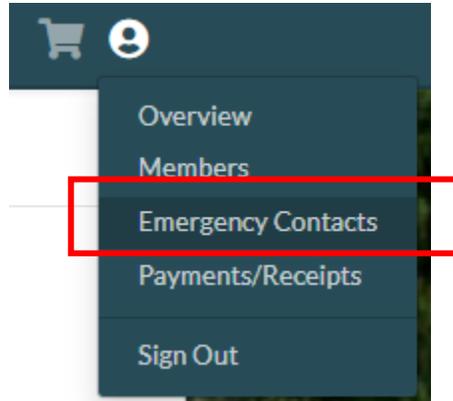

******Verify the email you receive from the town. Once verified, proceed to next steps.******

Step 2 – Emergency Contacts

You MUST add at least one Emergency Contact in order to register a child for the program.

Fill in all information and click on Save

Step 3 – Members
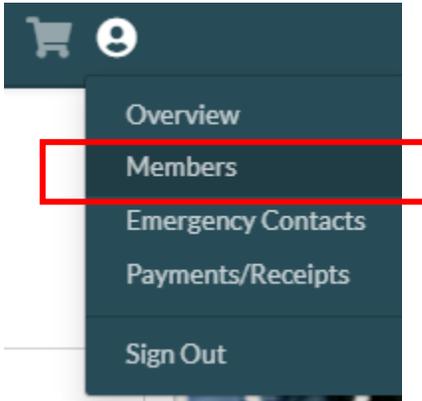This is where you will add *ALL children* that you are registering. **Each** child needs to be added separately.

Fill in all information for each child and then click on Save.

Step 4 – Register for Summer Rec

If you have trouble locating the summer rec link, you can click on this link: https://parksrec.egov.basgov.com/pendletonny and sign back in

- Click on the Summer Recreation Program icon
- Scroll to the bottom of the screen and then click on Register

Session	Session Dates	Days of Week	Location(s)	Grade/Age	Filled		
Summer Recreation Program 2025	TBD	S M T W T F S		5-12 Years	2/180	Info	Register

On the next screen, the primary account (parent/guardian) and all members (children) will appear.

- Select the 1st child and then click on "Add to Cart"
- You will be prompted to the Waivers pop-up. Read all waivers, scroll down on each, click on Agree to Waiver. Once you agree to all 4 waivers, you can click on "Submit and Proceed"
- Fill out all information for each child. Once all information is filled out, including attaching all requested PDFs, click on "Register" at the bottom.

Note:

Once you have completed this process, there should be a green notification at the top of the registration page. You will not receive an email that your registration has been submitted. In a few days, after the application has been reviewed and accepted, you will receive an email with a link to finish the process and make your payment.

Thank you very much for your patience as we work through this new registration process. We appreciate it!