

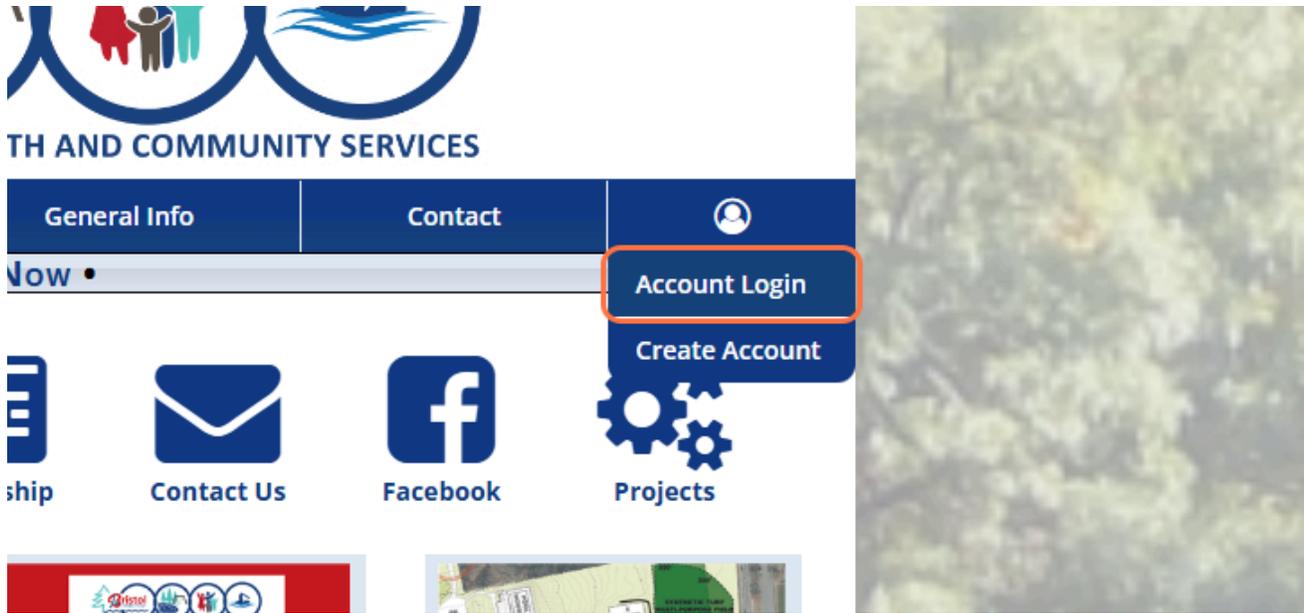


PARKS, RECREATION, YOUTH AND COMMUNITY SERVICES

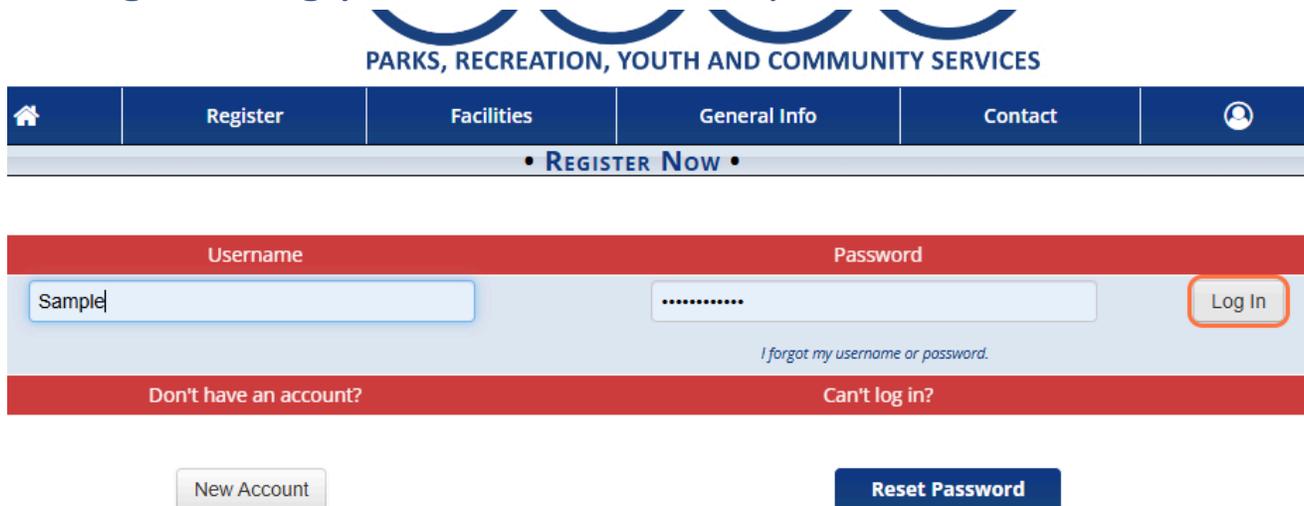
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1. Click on [Account Login](#)



2. Log In using your username and password



If you have previously made an account and cannot log in, please reset your password or contact us instead of creating a new account.



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3. Click on Overview

The screenshot shows the user dashboard for 'Bprycs Household'. At the top, there is a navigation bar with a 'REGISTER SAMPLE NOW (CHANGE)' button. Below this, the user's name 'Bprycs Household' is displayed. A row of icons includes 'Overview' (highlighted with a red box), 'Calendar', 'Register', 'Team Info', 'Reserve', and 'Notifications'. A secondary row of icons includes 'Account', 'Finance', 'Members', 'Balances', 'Registrations', 'Memberships', and 'Reservations'. Below the icons, there are links for 'Review Account (Edit)' and 'Review and Sign Account Disclaimer'. A prominent red banner contains the text: 'Please review your account information. Click Continue to confirm or Edit to revise.' Below the banner, the 'Account Name:' is listed as 'Bprycs'.

4. Click on a member in your household

Account Overview

Account	Account Members	Balances	Registrations	Other Purchases
Finance Logged In: Sample Grade Roll Up: 6/08/2025 Last Update: 06/09/2023 Yearly Review: 6/09/2024 Account	Add Member Add Payer Sample Bprycs <u>Child Bprycs</u> Account Members	No Balances Owed	No Current Registrations	Redeem Gift Certificate

Key: 👤 Adult 👧 Child Member ⏸ Pending Approval 📅 Standard Registration 🔄 Autopay Item 🏠 Membership 📍 Standard Point of Sale 🎟 Ticket 🎁 Gift Certificate 📅 Reservation



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Edit Custom Forms

5. Scroll down to Custom Forms and Click on Edit for the form you wish to edit

Mobile Notifications (⊕ Add Number)

Account Member must be at least 12 years old to enter notification info. Email/text blasts for child members go to their parent/guardian.

Custom Forms

[Add Custom Forms](#)

Form	Expires	Regs	
2025 Pick-Up List	Wednesday, December 31, 2025	0	View Edit

Member Documents

[Add New Member Document](#)

[Continue Review](#)

6. Edit all necessary information



2025 Pick-Up List (Child Bprycs)

Expires On: Wednesday, December 31, 2025

I hereby acknowledge the pick-up procedure and authorize the following person(s) to pick up the above named participants from this BPRYS program. If there are any changes in these arrangements, I will give written notice. All guardians must be included in order for their child to be dismissed to them. I understand that my child will only be released to the people listed below, provided they produce an ID and sign out. Please list name, phone number, relationship, age for all of the following: PLEASE NOTE THAT PRIMARY PARENTS/GUARDIANS LISTED ON THE ACCOUNT ARE NOT AUTOMATICALLY ADDED TO THE PICK-UP LIST, THEREFORE THEY MUST BE ADDED TO THE LIST BELOW. *

Required

Sample Adult Bprycs, 860-584-6160, mom, 30
 Additional Adult, 860-584-6157, dad, 30
 Edit here



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7. Click on Submit for Approval (Approvals may take up to 1 week)

ARE NOT AUTOMATICALLY ADDED TO THE PICK-UP LIST, THEREFORE THEY MUST BE ADDED TO THE LIST BELOW.

Required

Sample Adult Bprycs, 860-584-6160, mom, 30
 Additional Adult, 860-584-6157, dad, 30
 Edit here

Please type your first and last name to acknowledge that you have read and understand the BPRYCS pick-up procedure. * Required

Sample Bprycs

Submit for Approval

Cancel

8. Click on View Account Member to go back to the member where you can edit more forms or information

Current Answer: Sample Adult Bprycs, 860-584-6160, mom, 30, Additional Adult, 860-584-6157, dad, 30

New Answer: Sample Adult Bprycs, 860-584-6160, mom, 30, Additional Adult, 860-584-6157, dad, 30, Edit here

Please type your first and last name to acknowledge that you have read and understand the BPRYCS pick-up procedure.

Current Answer: Sample Bprycs

New Answer: Sample Bprycs

Name Sample Bprycs (10.10.20.133)

Date 10/28/2024 4:24:04 PM

View Account Member

Edit Form

Quick Access: [Overview](#) [Account](#) [Finance](#) [Members](#) [Balances](#) [Registrations](#) [Memberships](#) [Reservations](#) [Products](#) [Cart](#)

To learn more about the City of Bristol's Parks, Recreation, Youth & Community Services Department; visit us at www.BristolRec.com

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