

# **Creating Your ACTIVE Net Account**

To register for activities and reserve facilities, you will need to create an ACTIVE Net account.

### **Step One:**

Type [apm.activecommunities.com/lewisginter/] into your browser.

Search for Activities by Keyword(s)

## **Step Two:**

Click Create an Account.

Activities**▼** 

Sign in or create your account here

Grow and learn at Lewis Ginter Botanical Gardent Sign in or create your account to register for adult education classes, teacher workshops, adult/child workshops, camps and more. Already registered? Sign in to access your account, registration history and more.

Sign In

Or Create an Account



### **Step Three:**

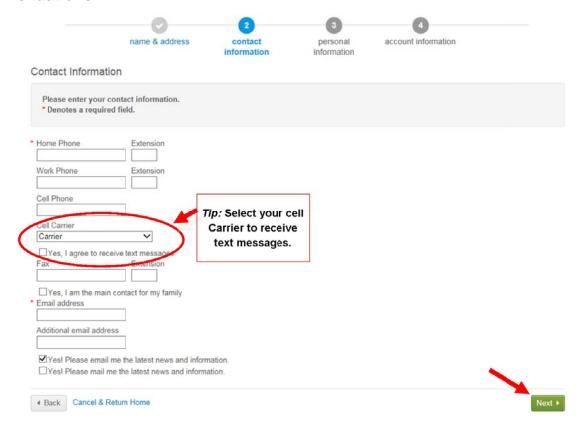
Fill in your name and address. Required fields are denoted by a red asterisk (\*). Click *Next*.

|  | 1                        | 2                            | 3                     | 4                                  |             |
|--|--------------------------|------------------------------|-----------------------|------------------------------------|-------------|
|  | name & address           | contact information          | personal information  | account information                |             |
| Name & Address                         |                          |                              |                       |                                    |             |
|  | unt during registration. | nt for a child you must crea | ate an account for an | adult first. Additional family mem | bers can be |
| Customer Title                         |                          |                              |                       |                                    |             |
| Please select your title<br>First Name | e 🗸                      |                              |                       |                                    |             |
|  |                          |                              |                       |                                    |             |
| Last Name                              |                          |                              |                       |                                    |             |
| Street Address                         | _                        |                              |                       |                                    |             |
|  | =                        |                              |                       |                                    |             |
| City, State, Zip Code                  |                          |                              |                       |                                    |             |
| Richmond                               | ✓ 23228                  |                              |                       |                                    |             |
| Cancel & Return Home                   |                          |                              |                       |                                    | Nex         |
| Cancer & Return Frome                  |                          |                              |                       |                                    | Nex         |



#### **Step Four:**

Fill in your Contact Information. Required fields are denoted by a red asterisk (\*). \*Note: To receive text message alerts, including cancellation notifications, please indicate your cell phone carrier and check the box "Yes, I agree to receive text messages. The Garden will only use text alerts for emergency situations.

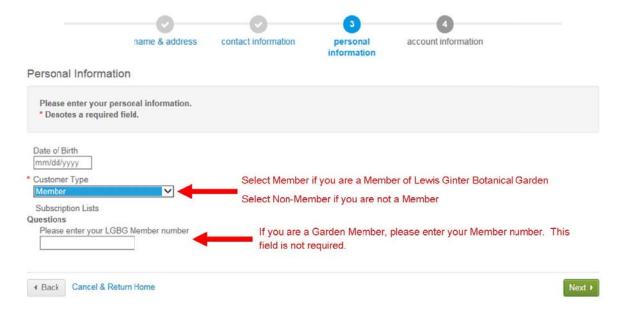


Click Next when complete.



## **Step Five:**

Enter your personal information. Required fields are denoted by a red asterisk (\*). Select Member or Non-Member for Customer Type. This selection will affect whether you receive Member or Non-Member pricing.

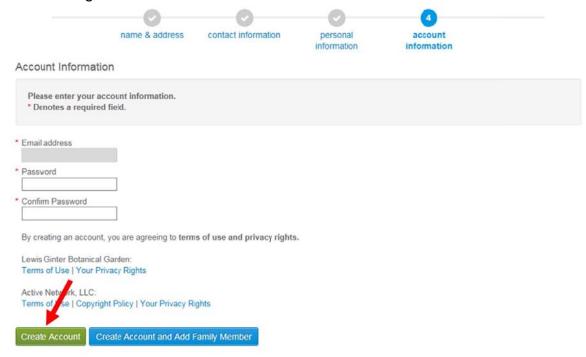


Click Next when complete.



#### **Step Six:**

Provide your Account Information. All required fills are denoted by a red asterisk (\*). Create a secure password you will be able to remember, but others will not be able to guess.



Once you complete all required fields, click Create Account.

Congratulations, you have created your ACTIVE Net account. You are now ready to register for classes, symposia, camps and other Garden events.