

HOW TO

PURCHASE REC CARDS



**Parks &
Recreation**
CITY OF TAMPA

BEFORE YOU START

If you or anyone in your family has ever purchased a pass, enrolled in a program, or reserved a facility such as a picnic shelter, an account will already exist.

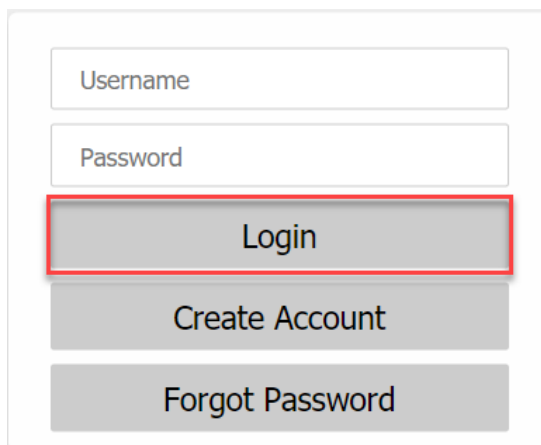
If you don't know or cannot remember your login, select "Forgot Password" to have the information emailed to the address on file.

[Forgot Password](#)

START HERE

Visit the online registration page

ftampaweb.myvscloud.com/



Username

Password

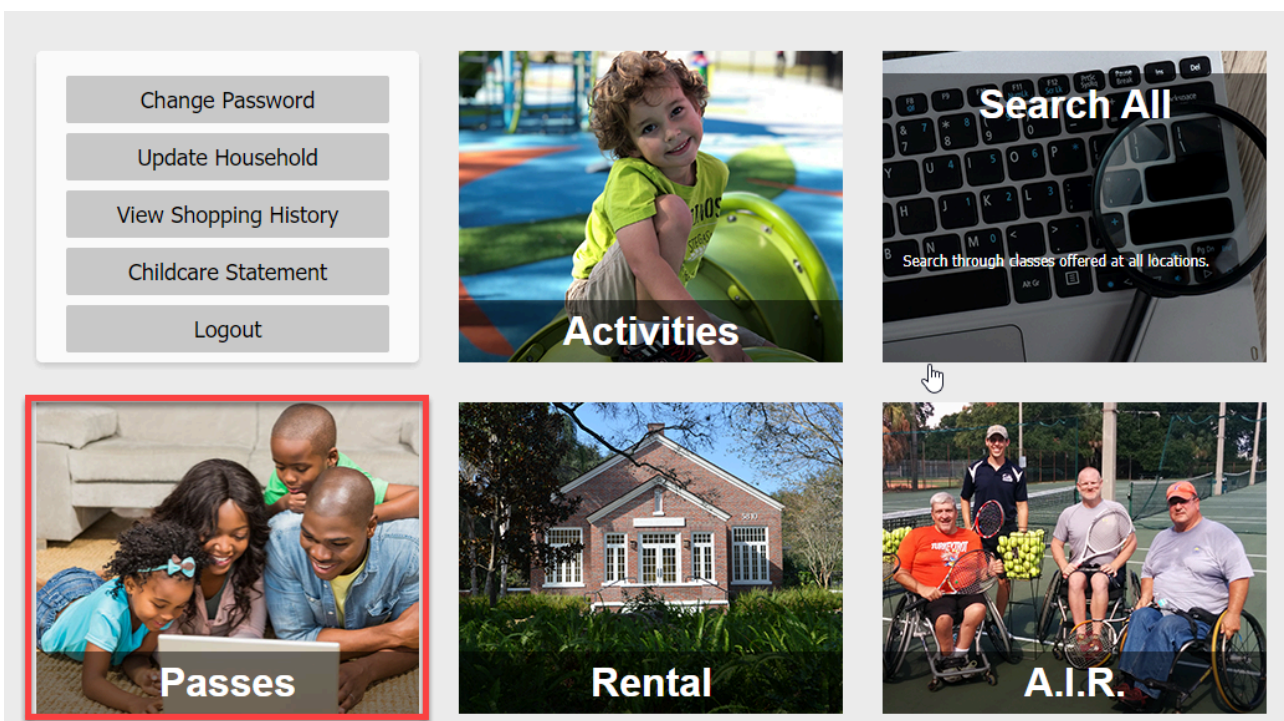
Login

Create Account

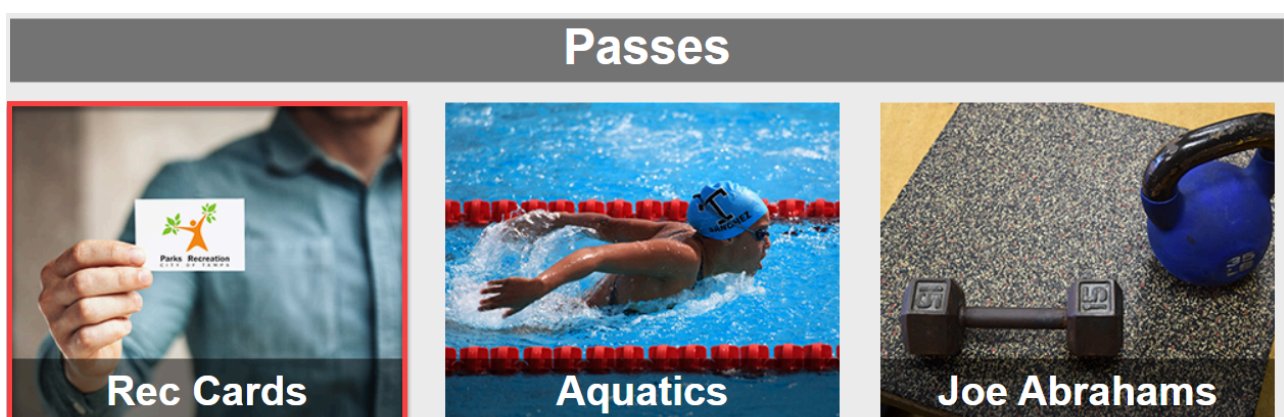
Forgot Password

Enter your username and password, then select "**Login**".

Once you're logged in, find the "**Passes**" and select it.



Selecting the "**Passes**" tile brings you to the passes options. You can also scroll the screen up and down.



If you want to purchase a Rec Card you will need to select "**Rec Cards**". The "**Aquatics**" passes are for Swim Passes, a Rec Card is *required* in order to purchase a swim pass. The "**Joe Abrahams**" passes are monthly passes for the Joe Abrahams Fitness & Wellness Facility.

REC CARDS

Once you have selected "**Rec Cards**" you will be brought to a list of all available Rec Cards. You can scroll to find the Rec Card option best for you and/or your family. Select the pass you want to add to the "Shopping Cart" by selecting the "+".

The screenshot shows the City of Tampa Parks and Recreation website. At the top, there is a navigation bar with "Home", "Search", and "My Account". Below this is a header with the City of Tampa logo and "PARKS AND RECREATION". A user greeting "Welcome, Family #54710 | Logout | Shopping Cart (0) | Wishlist (0)" is visible. The main content area features a "Rec Card Renewal Information" box, a "Membership Search Criteria" section with "Search" and "Reset" buttons, and "Search Results" for "1RCINDYT". The results show a table with columns for Pass Code, Pass Description, Ages, Price, Valid For, Info, Fee, and Wishlist. The first result is "1RCINDYT" for "Rec Card Individual Youth" with a price of \$15.00/\$30.00 and a validity of 365 days. Below this, there is a section for "Teen Rec Card - 1RC TEEN" with a description and a note that it is free.

INDIVIDUAL REC CARDS

Rec Card Individual Youth is a pass for an individual, single person aged 0-12. The pass is valid for 365 days. For RESIDENTS the fee is \$15, NON-RESIDENTS \$30.

This block provides a detailed view of the "Rec Card Individual Youth - 1RCINDYT". It includes a description: "A Rec Card Individual Youth is for anyone between the ages of 0 to 12. For ages 13 to 19 we currently offer a Teen Pass (not available online). Please visit your local Parks and Recreation site to purchase a Teen Pass." It also states: "A Rec Card is required to participate in most programs and activities. An active Rec Card entitles the holder to the use of open gyms, fitness rooms and computer labs at any City of Tampa recreation center, as well as open swim sessions at City of Tampa aquatic facilities. Camps, clinics, lessons, leagues, classes, lap swim sessions, memberships materials and supplies may not be included. **Only family members using our amenities or registering for programs needs to have a Rec Card.**" A note says: "Rec Cards are not mailed to patrons. In order to get your physical Rec Card, when purchased online, you must visit one of our facilities." It also mentions: "Individual Youth Rec Cards are \$15/year for City Residents and \$30/year for Non-City Residents." Below this is a table with columns: Pass Code, Pass Description, Ages, Price, Valid For, Info, Fee, and Wishlist. The row shows: 1RCINDYT, Rec Card Individual Youth, 0.01-12, \$15.00/\$30.00, 365 Days, and icons for Info, Fee, and Wishlist.

TEEN REC CARD is a pass for an individual, single person aged 13-19. The pass is valid for 365 days. There is NO FEE for a Teen Rec Card, regardless of residency. At this time, Teen Rec Cards can only be **RENEWED** online. To **PURCHASE** a Teen Rec Card, the teen and an accompanying parent/guardian must register for one in person and can do so at **ANY** of our facilities.

This block provides a detailed view of the "Teen Rec Card - 1RC TEEN". It includes a description: "As part of Mayor Buckhorn's initiative, we are offering teens ages 13 to 19, free Rec Cards. These passes will get you access to the use of open gyms, fitness rooms and computer labs at any City of Tampa recreation center, as well as open swim sessions at City of Tampa aquatic facilities." It also states: "Teen Passes must be purchased in person at your local Tampa Parks and Recreation facility. Renewal of a Teen Pass is available online." Below this is a table with columns: Pass Code, Pass Description, Ages, Price, Valid For, Info, Fee, and Wishlist. The row shows: 1RC TEEN, Teen Rec Card, 13-19, \$0.00/\$0.00, 365 Days, and icons for Info, Fee, and Wishlist.

Rec Card Individual Adult is a pass for an individual, single person aged 20-49. The pass is valid for 365 days. For RESIDENTS the fee is \$15, NON-RESIDENTS \$30.

This block provides a detailed view of the "Rec Card Individual Adult - 3RCINDAD". It includes a description: "A Rec Card Individual Adult is for anyone between the ages of 20 and 49. For ages 13 to 19 we currently offer a Teen Pass (not available online). Please visit your local Parks and Recreation site to purchase a Teen Pass." It also states: "A Rec Card is required to participate in most programs and activities. An active Rec Card entitles the holder to the use of open gyms, fitness rooms and computer labs at any City of Tampa recreation center, as well as open swim sessions at City of Tampa aquatic facilities. Camps, clinics, lessons, leagues, classes, lap swim sessions, memberships materials and supplies may not be included. **Only family members using our amenities or registering for programs needs to have a Rec Card.**" A note says: "Rec Cards are not mailed to patrons. In order to get your physical Rec Card, when purchased online, you must visit one of our facilities." It also mentions: "Individual Adult Rec Cards are \$15/year for City Residents and \$30/year for Non-City Residents." Below this is a table with columns: Pass Code, Pass Description, Ages, Price, Valid For, Info, Fee, and Wishlist. The row shows: 3RCINDAD, Rec Card Individual Adult, 20-49, \$15.00/\$30.00, 365 Days, and icons for Info, Fee, and Wishlist.

Rec Card Individual Senior is a pass for an individual, single person aged 50 and up. The pass is valid for 365 days. The fee is \$15, regardless of residency.

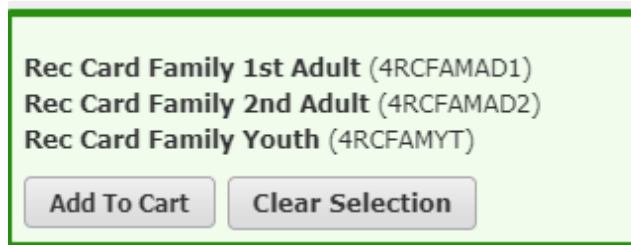
This block provides a detailed view of the "Rec Card Individual Senior - 2RCINDSR". It includes a description: "A Rec Card Individual Senior is for anyone 50 and over." It also states: "A Rec Card is required to participate in most programs and activities. An active Rec Card entitles the holder to the use of open gyms, fitness rooms and computer labs at any City of Tampa recreation center, as well as open swim sessions at City of Tampa aquatic facilities. Camps, clinics, lessons, leagues, classes, lap swim sessions, memberships materials and supplies may not be included. **Only family members using our amenities or registering for programs needs to have a Rec Card.**" A note says: "Rec Cards are not mailed to patrons. In order to get your physical Rec Card, when purchased online, you must visit one of our facilities." It also mentions: "Individual Senior Rec Cards are \$15/year regardless of residency status." Below this is a table with columns: Pass Code, Pass Description, Ages, Price, Valid For, Info, Fee, and Wishlist. The row shows: 2RCINDSR, Rec Card Individual Senior, 50-199, \$15.00/\$15.00, 365 Days, and icons for Info, Fee, and Wishlist.

FAMILY PASSES

Family Passes only 2 adults/seniors are allowed on a family pass, there are no limits for minors. Adult passes are for those aged **20 to 59** (Teen Passes are assigned to those ages 13 to 19).

Senior passes are for those ages **50 and above**. You will need to select the appropriate (Adult 1/Senior 1 and Adult 2/Senior 2) Family Rec Passes and add to the cart as well as the Rec Family Youth Card. **Only need to add (1) of each type, for multiple members. Be sure to select all the necessary passes by selecting "+" by each pass you will need.**

Select "Add TO Cart", found at the bottom of the screen to proceed with the family member selection(s).



In this family member selection screen be sure to "Check" the appropriate Rec Card for each family member. Select "Continue" to proceed to checkout and finalize the transaction.

Parks Family <input checked="" type="checkbox"/> Rec Card Family Adult 1 <input type="checkbox"/> Rec Card Family Adult 2
Recreation Family <input type="checkbox"/> Rec Card Family Adult 1 <input checked="" type="checkbox"/> Rec Card Family Adult 2
Timmy Family <input checked="" type="checkbox"/> Rec Card Family Youth
Daisy Family <input checked="" type="checkbox"/> Rec Card Family Youth
Jimmy Family <input checked="" type="checkbox"/> Rec Card Family Youth
<input type="button" value="Continue"/> <input type="button" value="Cancel"/>



Besides family passes, individual passes are also available. Be mindful of the pass type (family/individual) and the ages.

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SHOPPING CART

To finalize the transaction, you will have to select "Continue". This is done **after** selecting the "Add To Cart" button.

The screenshot shows a list of families on the left: Parks Family, Recreation Family, Timmy Family, Daisy Family, and Jimmy Family. Each family has a 'Rec Card' option with a checkbox. On the right, a larger view shows 'Timmy Family' and 'Jimmy Family' with a checked checkbox for 'Learn To Swim - AM (20203011-LTS01)'. At the bottom, 'Continue' and 'Cancel' buttons are visible, with 'Continue' highlighted by a red box.

You will then be brought to a "waivers" screen, be sure to read carefully before selecting the "I agree with the above" selection box. You will be prompted for each person/item. After selecting the checkbox, press on "Continue" to proceed.

The screenshot shows a checkbox labeled 'I agree with the above *' which is checked. Below it are 'Continue' and 'Cancel' buttons, with 'Continue' highlighted by a red box.

After completing the waiver section, this will bring you to view all the items in your "Shopping Cart" with your total. To continue, finalize and pay select 'Proceed TO Checkout'.

Old or previous balances on your account cannot be removed from the shopping cart. If there are errors on your account, please contact your local facility to get it corrected.

✓ New Charges In Shopping Cart

Shopping Cart

Showing 1 To 2 Total Results (2)

Description	Name	Total Fees		
Learn To Swim - AM (20203011-LTS01) (Enrolled)	Timmy	\$ 24.00	<input type="checkbox"/>	<input type="checkbox"/>
Learn To Swim - AM (20203011-LTS01) (Enrolled)	Jimmy	\$ 24.00	<input type="checkbox"/>	<input type="checkbox"/>
Grand Total Fees Due		\$ 48.00		
Total Old Balances Not in Shopping Cart		\$ 0.00		

Buttons: **Proceed To Checkout** (highlighted), Continue Shopping, Pay Old Balances, Empty Cart

Here you are asked to select your payment method and verify your billing information.

Summary of Charges

New Charges In Shopping Cart:	\$ 48.00
Old Balances In Shopping Cart:	\$ 0.00
Total Balance for household:	\$ 48.00
Amount To Be Paid Today:	\$ 48.00

The Following Information is Required to Complete Your Transaction

Using This Payment Method: * Select A Payment Method

Apply Coupon/Gift Certificate/Punch Payment/Reward/Scholarship

Type: Coupon Code: Punch Payment Pass: Punches To Use: Apply

Billing Information

First Name: *

Last Name: *

Home Phone w/area code: *

Email: *

Re-Enter Email:

Click 'Continue' to initiate the payment authorization process and generate a confirmation receipt.

Continue (highlighted) Back To Shopping Cart

Finally, the last screen you will be prompted in input your card information. Be sure to carefully read the required fields. Once completed, select "Submit Payment" to pay and finalize.

Payment Summary

Please review the following details for this transaction.

Amount: \$ 48.00

Billing Information

Enter your payment details below.

Cards Accepted

Credit Card Secure

Name:

Card Number:

Exp Month: Exp Year: Card CVV/CVC:

Billing Address

Address:

City: State/Province:

Zip/Postal Code: Country:

E-mail Address:

Phone Number:

Submit Payment (highlighted) Cancel