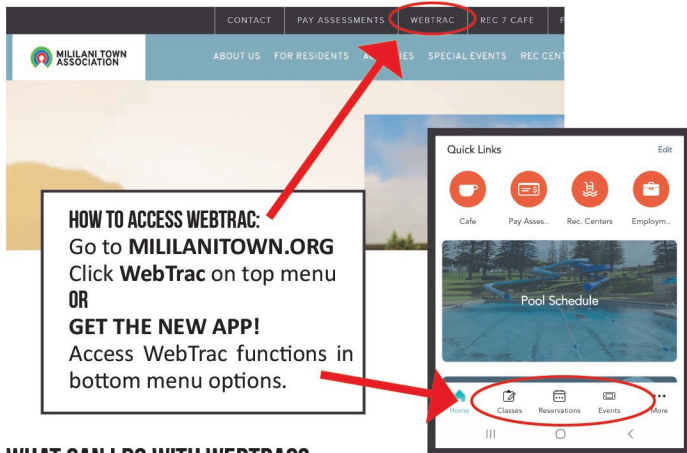


WEBTRAC 101: LEARN HOW TO NAVIGATE WEBTRAC FASTER & EASIER!

WHAT IS WEBTRAC?

WebTrac is a system that will enable you to register you and your household members on-line for programs and activities offered by Mililani Town Association.



WHAT CAN I DO WITH WEBTRAC?

- Browse activities by type, age range, rec centers...
- Look up details about any activity (prices, dates, times, locations...)

WHAT TYPE OF RESERVATIONS AND CLASSES CAN I SIGN UP FOR?

- Pickleball and Tennis Courts • Facility Rentals • Lap Swim Lanes
- Pavilion Rentals • Aquatics Programs • Pool Party Rentals
- Water Aerobics Punch Cards • **SPECIAL EVENTS TICKETS**
- Tiny Tots Program • Women's Exercise Class

IN ADDITION, WEBTRAC ALLOWS REGISTERED MEMBERS TO:

- **RENEW MEMBERSHIP** (without going to the Business Office!)
- Print a transaction history
- Reprint old receipts

Download for WebTrac Access Form also available at mililanitown.org
(See Quick Links under WebTrac Member Login)

FAQ

Any additional questions regarding WebTrac or WebTrac registration can be emailed to:
support@mililanitown.org

FREQUENTLY ASKED QUESTIONS

HOW DO I GET A USER NAME AND PASSWORD?

If you are a Mililani Town Association property owner, fill out a WebTrac Access Form (see form below or get one online at mililanitown.org). Submit completed & signed form via email to support@mililanitown.org, fax it to 808-623-3474, mail it to Mililani Town Association (Attn. IT Department, 95-303 Kaloapau Street, Mililani, HI 96789) or drop it off at the Business Office at Rec 3 or Rec 7.

WHAT IF I HAVE FORGOTTEN MY USER NAME OR PASSWORD?

Click on "Forgot your password" below the Member Login. It will ask for your email address and a link will be sent to it. You must use the email address associated with your account.

ARE MY TRANSACTIONS SECURED?

Yes. WebTrac uses a secure server with industry-standard encryption to process all transactions.

WHAT CREDIT CARDS DO YOU ACCEPT FOR ONLINE PAYMENTS?

We accept Visa, MasterCard or Discover.

IF I DO NOT LIVE IN A MILILANI TOWN ASSOCIATION PROPERTY, CAN I STILL SIGN UP FOR WEBTRAC?

No. You must be a Mililani Town Association Owner or Tenant (head of household).

WHAT TIME DOES LAP SWIM LANES, PICKLEBALL AND TENNIS COURTS OPEN FOR RESERVATIONS?

6:00 a.m. Keep in mind, you are only able to reserve three days out.

DOES MY CARD HAVE TO BE VALID IN ORDER TO MAKE A RESERVATION?

Yes. If it expired, you may renew it online under **MY ACCOUNT**.