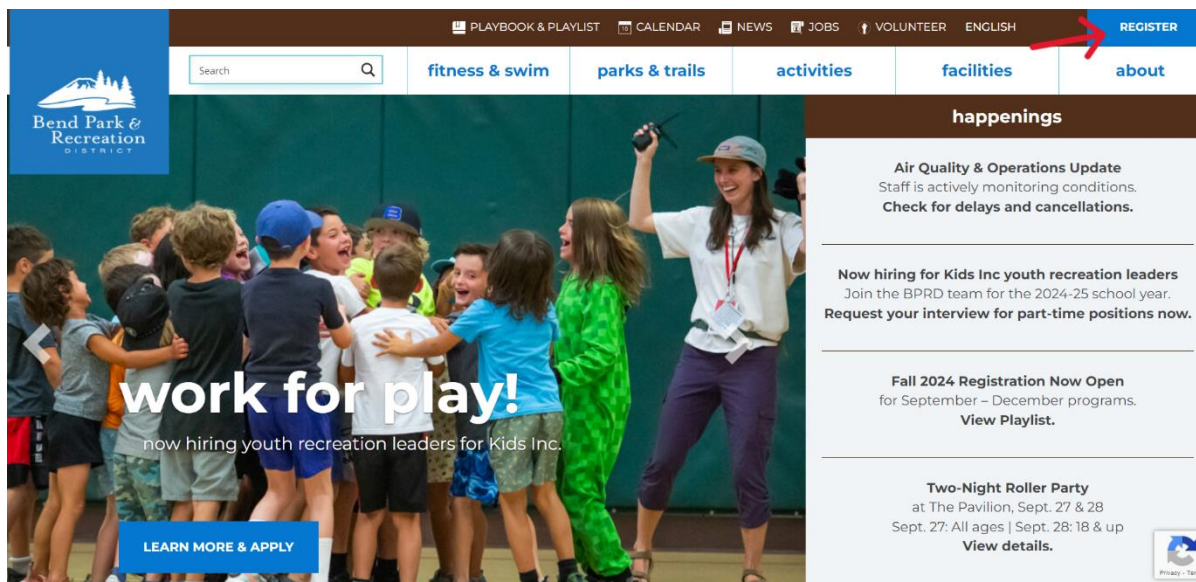
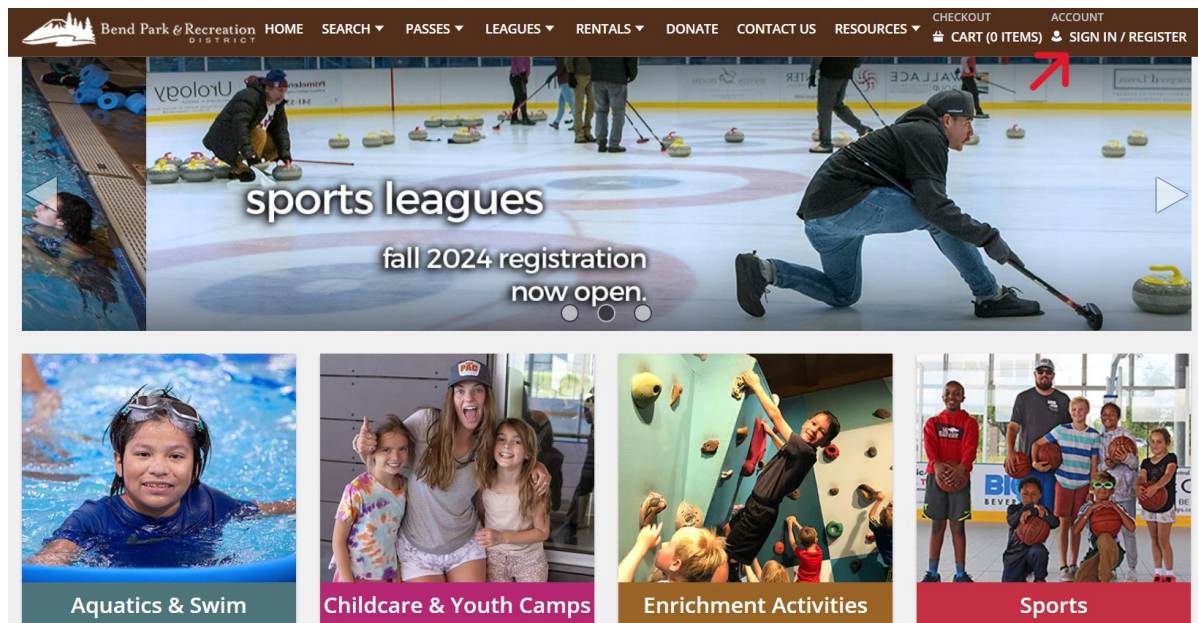


How to Renew a Kids Inc Pass using Auto-pay

1. Go to bendparksandrec.org and select “Register” in the top right-hand corner.



2. Select “Log in/Register” in the top right- hand corner



3. Login with your Username and Password

Account Login

WebTrac Login

Username *

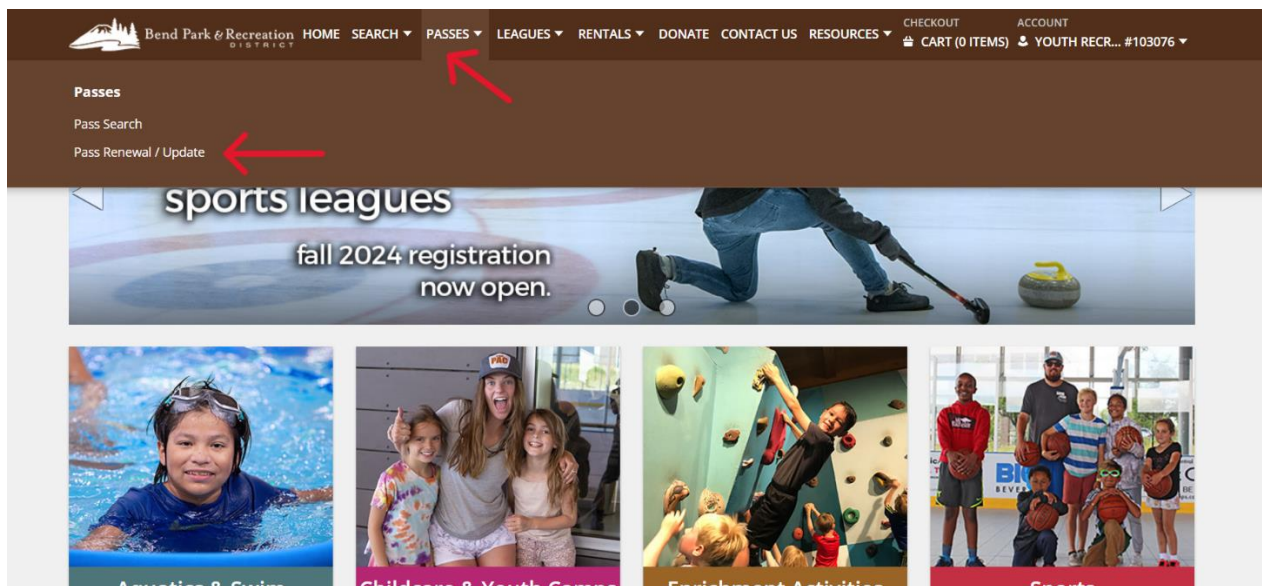
Password *

LOG IN

[Forgot Username?](#)
[Forgot Password?](#)

[Don't have an account? Create an account now.](#)

4. Under “Passes” select “Pass Renewal/ Update”



5. Select the box under “Renew” for the applicable Kids Inc. Pass and select “Add To Cart”

Please select the pass(es) for household members you would like to renew.

Pass Renewal

Renew	Name	Description	Begin Date	End Date	Status	Punches Left	
<input checked="" type="checkbox"/>	Sahalie	Kids INC Bear Creek Full-Time (346482)	09/17/2024	10/31/2024	Active	NA	Item Details

6. Fill out any applicable information under “Questions” and using the drop down menu under “New Auto- Billing Option(s)” select a previously used card or fill out with new card information. **Please note that BPRD does not save any credit card information from past years. You will have to re- enroll in auto-pay each year.

New Auto-Billing option(s)

KIDS Inc Monthly Pass (Auto-Renewal) - New Credit Card

By voluntarily choosing to enroll in auto-renewal, you authorize Bend Park and Recreation District to charge your credit card for the program or pass each month until the earlier occurrence of (1) you instruct us to discontinue your auto-renewal, or (2) the program for which you are enrolled ends. The fee may vary based on your in-district or out-of-district status, whether you receive a scholarship, and the age of the participant. A receipt for each payment will be provided to you and the charge will appear on your credit card statement. If you choose to discontinue your auto-renewal prior to the end of the program you are enrolled in, you are still responsible for all unpaid amounts. The district encrypts and tokenizes your credit card information. The selected token (not your actual credit card information) is used for the recurring payment. If you have questions or desire to discontinue your auto-renewal, please contact us at (541) 389-7275.

New Credit Card Payment Information

Name on Card: *

Card Number: *

Expiration Date: * CVV: *

Billing Street Address: *

Billing Zip Code: *

I'm not a robot

Kids INC Bear Creek Full-Time (346482) for Sahalie Falls-River (Renewal)

Kids INC Bear Creek Full-Time (346482) for Sahalie Falls-River (Renewal)

Questions

Please list any allergies, medications, and/or pertinent medical information. (Leave blank if not applicable)

New Auto-Billing option(s)

7. In your shopping cart select “Proceed to Checkout” **Please note that any total fees will show “\$0.00” as you will only be charged on the 15th of each month.

New Charges In Shopping Cart

Shopping Cart

Shopping Cart

	Description	Name	Total Fees	
Remove	Auto-Renewal: Kids INC Bear Creek Full-Time (346482) (Future) (\$265.00 debited on 15 day each month from CC:xx5770)	Sahalie	\$ 0.00	⋮
Grand Total Fees Due			\$ 0.00	
Total Old Balances Not in Shopping Cart			\$ 0.00	

* You may view all your billing details for items marked *Auto-Renewal* by clicking on [Billing Details](#) from the menu above.

[Proceed To Checkout](#) [Continue Shopping](#) [Pay Balances](#) [Make A Donation](#) [Empty Cart](#)

8. Select “Complete” to finish the process. Again, in “Summary of Charges” the amount will show “\$0.00.” You will be directed to a page with your receipt.

Checkout

Summary of Charges

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

Billing Information

First Name: *
Deschutes

Last Name: *
River

Email: *
kidsincinfo@bendparksandrec.org

Re-Enter Email:
kidsincinfo@bendparksandrec.org

Click 'Complete' to initiate the transaction process and generate a confirmation receipt to be emailed.

***New Process: You will not be redirected to a different payment page. All processing will be done on this screen..**

[Complete](#) [Add a Donation](#) [Back To Cart](#)

Customer Confirmation

Your Online transaction is complete. Please select an option below to continue.

Your receipt number:
5702670

A copy of your receipt will be emailed to kidsincinfo@bendparksandrec.org.

If you have an account with us, you can browse anytime to [My Account/Reprint/Reprint a Receipt](#) once the receipt has been produced.