

Creating Your ActiveNet Account

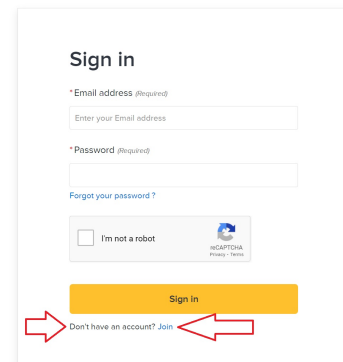
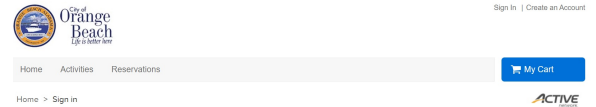
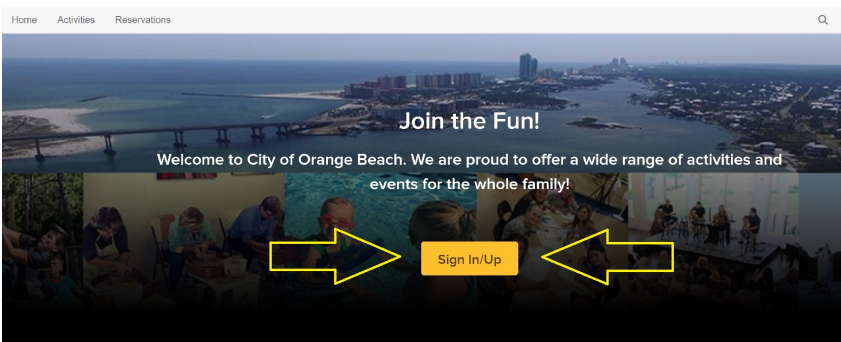
To register for activities, you will need to create an Active Orange Beach account.

Step One:

1. Start by accessing our new site at <https://apm.activecommunities.com/orangebeach>.

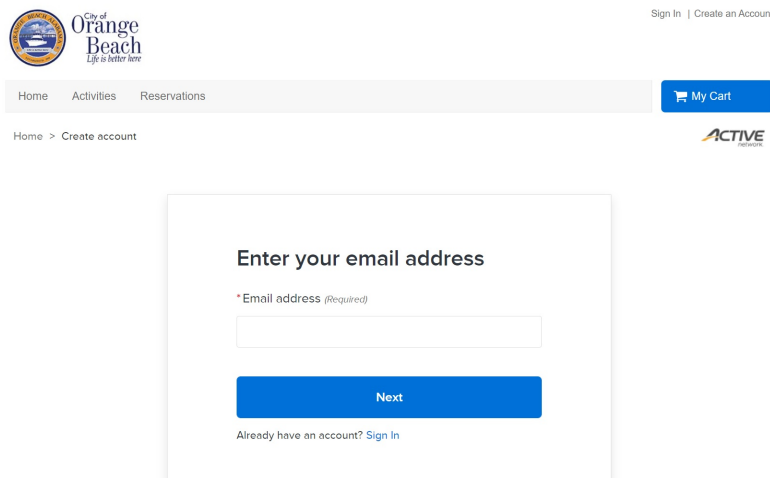
Step Two and Three:

1. Click **"Sign In/Up."** Then on Sign In page, click **"Join"** below the Sign In button.



Step Four and Five:

1. Enter your email address. Click **"Next."**
2. Fill in your name, date of birth and create a password. *Required fields are denoted by a red asterisk (*).*
3. Accept Terms of Use and click **"Next."**



Sign up

Email address
email@here.com [Change](#)

*First name (Required) *Last name (Required)

*Date of birth (Required)

October 15 2020

*Country (Required)

United States

*Password (Required)

Passwords must be 8 or more characters, and contain three of these: lowercase, uppercase, numeric, and special characters.

*Confirm password (Required)

By creating an account I agree to orangebeachtrainer's Terms of Use and Your Privacy Rights.

By creating an account I agree to Active Network's Terms of Use, Copyright Policy and Your Privacy Rights.

[Back](#) [Next](#)

Already have an account? [Sign in](#)

Step Six:

1. Fill in your Personal Information. Under "Phone," use the dropdown and select "Cell Phone." Then select your "Operator" (carrier - AT&T, T-Mobile, Verizon, etc.) and add your cell number. *Required fields are denoted by a red asterisk (*).*
2. Click "**Submit.**"

Note: Cell phone numbers are essential. Texting is a useful communication tool for city staff.

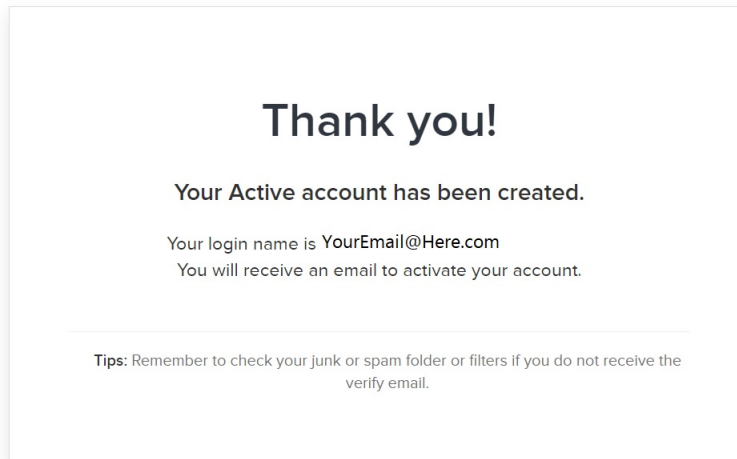
The image displays three sequential screenshots of a web form titled "Sign up" under the "Personal Information" section. The form includes fields for Gender, Street Address (Address line 1 and 2), City, State, Zip Code, and Phone. The "Phone" field is a dropdown menu with options: Home/Cell Phone, Work Phone, and Cell Phone. In the second screenshot, the "Cell Phone" option is selected and highlighted with a red circle. In the third screenshot, the "Operator" dropdown menu is open, showing a list of carriers: United Wireless, US Cellular, Verizon, Viasero, Virgin Mobile, and Westlink. The "Verizon" option is highlighted with a red box. Below the form fields is a reCAPTCHA "I'm not a robot" checkbox and a "Submit" button. A link for "Already have an account? Sign in" is visible at the bottom right of the third screenshot.

Step Seven:

Congratulations, you have created your Active Orange Beach account!

You will receive an email to activate your account.

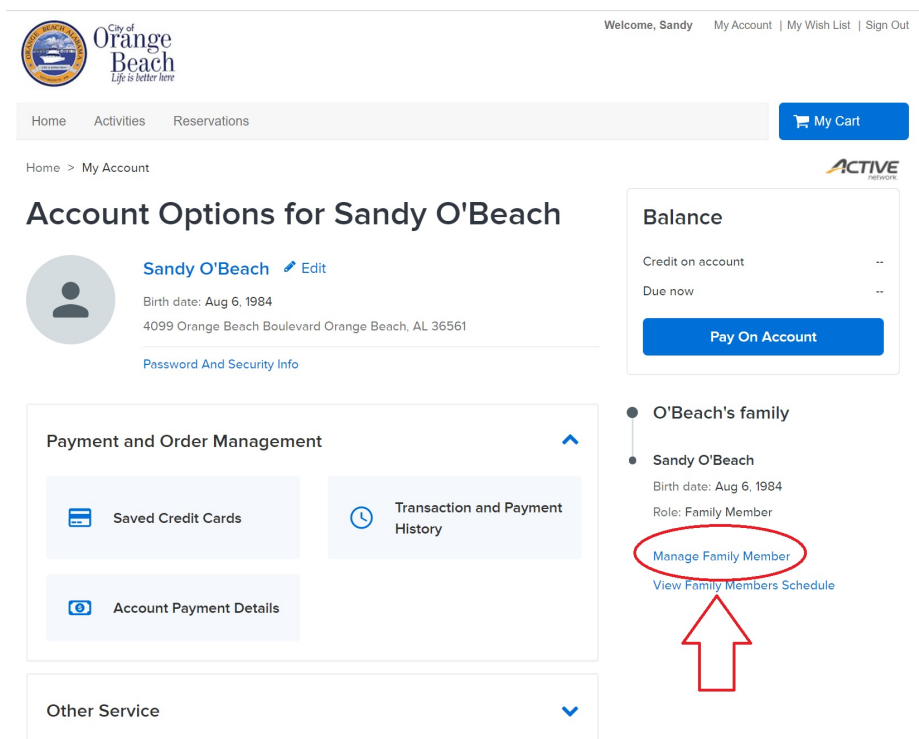
Once the account is activated, you can add family members.



Adding family member:

Once your account is created and you sign in, you can add family members.

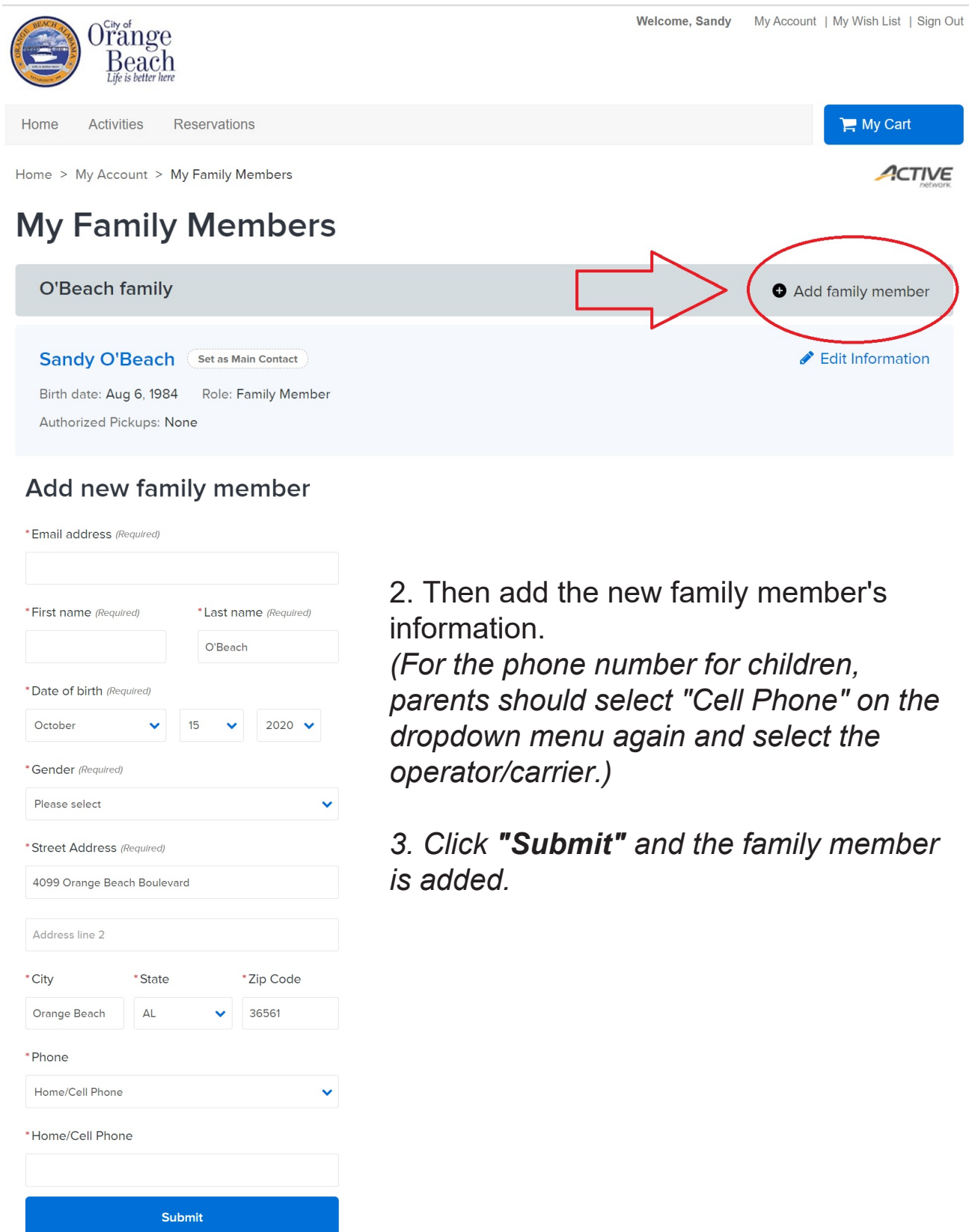
On your "My Account" page click on "Manage Family Member."



The screenshot shows the user account page for Sandy O'Beach. At the top left is the City of Orange Beach logo with the tagline "Life is better here". The top right shows the user's name "Welcome, Sandy" and navigation links for "My Account", "My Wish List", and "Sign Out". Below the logo are navigation tabs for "Home", "Activities", and "Reservations", along with a "My Cart" button. The main heading is "Account Options for Sandy O'Beach". Underneath is a profile card for Sandy O'Beach, including a profile picture, name, birth date (Aug 6, 1984), and address (4099 Orange Beach Boulevard Orange Beach, AL 36561). To the right is a "Balance" section with a "Pay On Account" button. Below the profile card is a "Payment and Order Management" section with options for "Saved Credit Cards", "Transaction and Payment History", and "Account Payment Details". On the right side, under "O'Beach's family", there is a list of family members. The "Manage Family Member" link for Sandy O'Beach is circled in red, with a red arrow pointing to it from below.

Adding family member:

1. On the "My Family Members" page, click on "Add family member."



City of Orange Beach
Life is better here

Welcome, Sandy | My Account | My Wish List | Sign Out

Home Activities Reservations My Cart

Home > My Account > My Family Members

ACTIVE NETWORK

My Family Members

O'Beach family

+ Add family member

[Edit Information](#)

Sandy O'Beach [Set as Main Contact](#)

Birth date: Aug 6, 1984 Role: Family Member
Authorized Pickups: None

Add new family member

*Email address (Required)

*First name (Required) *Last name (Required)

*Date of birth (Required)

*Gender (Required)

*Street Address (Required)

*City *State *Zip Code

*Phone

*Home/Cell Phone

Submit

2. Then add the new family member's information.
(For the phone number for children, parents should select "Cell Phone" on the dropdown menu again and select the operator/carrier.)

3. Click **"Submit"** and the family member is added.