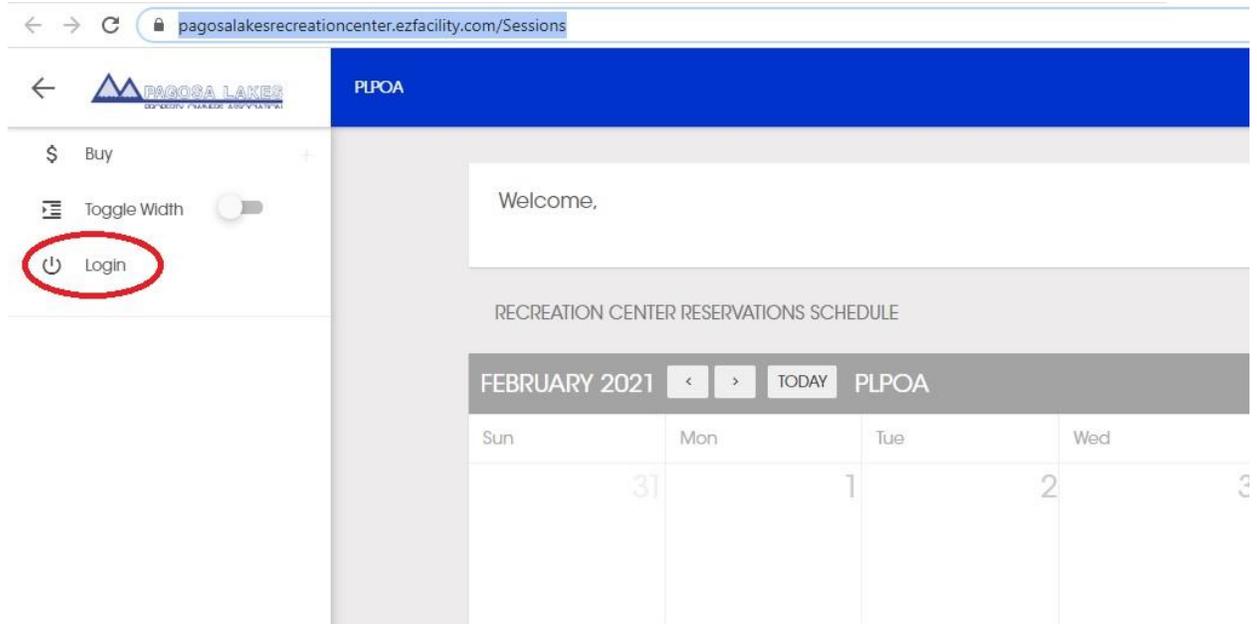
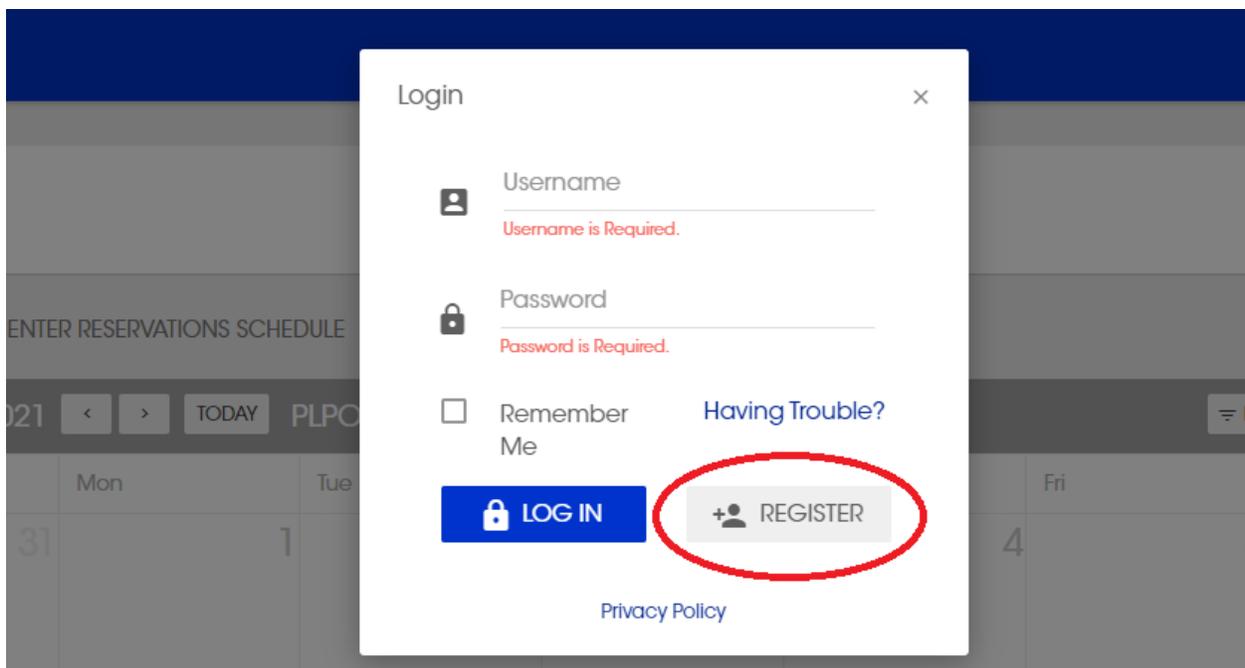


How to setup an account for online reservations

1. Visit <https://pagosalakesrecreationcenter.ezfacility.com/>
2. Click on the “Login” icon on the upper righthand corner of the page



3. Next click on the “Register” icon



4. Enter your first and last name, your email, and create a username and password. Once complete, click “I am not a robot” and click “Register”

The image shows a registration form overlay on a calendar interface. The form is titled "Login" and contains the following fields and elements:

- First Name:** A text input field with a person icon.
- Last Name:** A text input field.
- Email:** A text input field with an envelope icon.
- Username:** A text input field containing "Wyatt2000".
- Password:** A text input field with masked characters (dots).
- Confirm Password:** A text input field with a lock icon.
- reCAPTCHA:** A checkbox labeled "I'm not a robot" with the reCAPTCHA logo and "reCAPTCHA Privacy - Terms" link.
- Buttons:** "CANCEL" and "REGISTER" (with a person icon).

The background shows a calendar for 2021 with a "CENTER RESERVATIONS SCHEDULE" header and a "TODAY" button.

5. Once you click register, you will be prompted to check your email.
Next, click “Complete Registration”



Please complete your registration

Dear Kodee

Thank you for registering at PLPOA's self-service portal.

Your self-service portal user name is

Click the button below to complete your registration.

Complete Registration

If you are unable to complete your registration by clicking on the button above, click the link below or copy and paste it into the address bar of your web browser.

<https://PagosaLakesRecreationCenter.ezfacility.com//register/confirmations/26035836/852040/577914216130710941/18807214>

6. Complete your profile and click "Submit".



A screenshot of a user profile completion form. The form is divided into two columns. The left column contains fields for: Name (partially obscured by black dots), Email (partially obscured by black dots), Address (partially obscured by black dots), Gender (dropdown menu with "Not Specified" selected), Home Phone (with a red asterisk), Mobile Phone, and Work Phone. The right column contains: Birthdate (MM/DD/YYYY format), Parent's Name, a field with a "T" icon, Referral Source, Email Subscriptions (with a subtext: "If you would like to receive emails from us, check the box below."), and three checked subscription options: "Email Campaigns", "Session Reminders", and "SubscribeCreditCardExpirations". A blue "SUBMIT" button is located at the bottom right of the form.

7. Done! Now you are ready to log-in to your account and make a reservation!