

June 2021

We are pleased to announce that the Parks and Recreation Department will now offer SMS Messaging for our Webtrac users. We ask that users **opt into the program by Jun 11, 2021** to ensure they receive messages about inclement weather closures, camp, program and special event cancellations. You will only receive immediate and emergency messages from our Department. We will continue to post other communications through our email systems, on the Town of Vienna's website and through the Town's social media pages. You must opt in through your Webtrac account. **The Community Center front desk staff cannot opt in for you.**

To opt into SMS messaging from the Parks and Recreation Department, follow the steps below.

1. Click [here](#) to visit the Vienna Parks and Recreation WebTrac log in page.
2. Log into your account and update your cell number if necessary.

The screenshot shows the login page for the Vienna Parks & Recreation WebTrac system. The page has a blue header with the logo and navigation links. The main content area is white and contains a login form titled "WebTrac Login". The form has two input fields: "Username *" and "Password *", both with red borders. Below the fields is a red "Login" button. Underneath the button, there are three lines of small text: "If you have an account with us, but you've forgotten your username, please click here.", "If you have an account with us, but you've forgotten your password, please click here.", and "If you're a brand new patron with us, please click here to register for a new account." The entire login form is circled in yellow. At the bottom of the page, there are links for "Privacy Statement" and "Refund Policy", social media icons, and a "Supported Browsers" section.

3. Click on your account and click on SMS Messaging under updates

The screenshot shows the account management page in the WebTrac system. The page has a blue header with the logo and navigation links. The main content area is white and contains a grid of links for account management. The links are organized into five columns: "Update", "Reprint", "History & Balances", "Reports", and "My Account". The "Update" column is highlighted with a yellow oval and contains links for "Auto Debit", "Evaluation", "Teams", and "SMS Update". The "Reprint" column contains links for "Reprint All Receipts" and "Reprint All Tickets". The "History & Balances" column contains links for "My History", "Pay On Balance", and "Current Balance". The "Reports" column contains links for "Household Report", "Household Calendar", "Childcare Statement", and "Member Visit Report". The "My Account" column contains links for "Household & Member", "Watchlist", "Account Settings", and "Logout". Below the grid, there is a banner for "Mayors' Fitness Challenge" featuring a woman in a blue shirt, and a "Summer Daze Teen Camp" calendar showing activities for the week of June 1-4.

4. Choose to opt in to the messaging system, by clicking on the drop-down menu. Click submit.

The screenshot shows a web form titled "SMS Update" for Rectrac. It includes a "SMS Status Update" section with instructions and a disclaimer. Below this is a table with columns for Name, Cell Phone Number, Phone Type, and SMS Messaging Status. The "SMS Messaging Status" column has two dropdown menus, both currently set to "Opted Out". A yellow circle highlights the first dropdown menu. At the bottom of the form is a red "Submit" button. The footer contains social media links, a privacy statement, and a supported browsers notice.

SMS Update

SMS Status Update

Household ID: [REDACTED]

Rectrac now offers SMS Message alerts when activities, leagues, and special events are cancelled or changed.

To subscribe to Rectrac Alerts, select the checkbox next to the phone record you wish to receive alerts for. After making your selection(s) click the submit button to change your SMS Message alert status.

Message and data rates may apply. Text STOP to opt out or HELP for help.

Name	Cell Phone Number	Phone Type	SMS Messaging Status
[REDACTED]	[REDACTED]	Cell	Opted Out
[REDACTED]	[REDACTED]	Home	Opted Out

Submit

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Privacy Statement | Refund Policy

Supported Browsers

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5. You will receive a SMS message on your phone to confirm your choice.

Contact the Vienna Parks and Recreation if you have any questions or concerns, 703-255-6360.