

# ACTIVE LLBC

FOR COMMUNITY, RECREATION, AND PARKS PROGRAMS AND SERVICES ONLINE

## How to create a new account

### STEP 1

- Visit [www.boldcenter.ca/activellbc](http://www.boldcenter.ca/activellbc).\*
- Click or tap the **Active LLBC** photo.
- Select **Login**, then **Create an Account**.



### STEP 2

- Complete all fields with your information. The primary contact for a family account must register first.
- Family members can be added once account has been activated.
- Once all fields have been completed, select **Submit**.
- An e-mail will be sent with your username and temporary password to the address provided.

### STEP 3

- After selecting **Submit**, you will be taken to your online account.
- Select **Manage Login** at the top of the screen to enter the temporary password e-mailed to you, then enter a new password. Passwords must be 8 characters and include 1 uppercase letter, 1 lowercase letter, 1 number and 1 special character.
- Select **Add Family Member** to add additional household members to your account.

**For more information:** Please call the Bold Centre at 780-623-3829 or Portage Pool at 780-623-6777.

**User groups:** Please contact [bookings@laclabichecounty.com](mailto:bookings@laclabichecounty.com) or call 780-623-6370.

\*We recommend using the Google Chrome web browser.