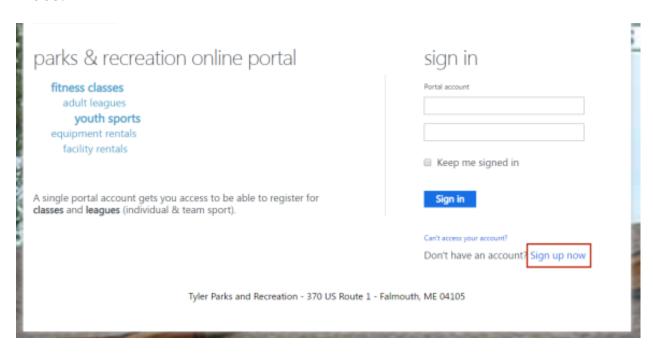
rev. 7/22

The Parks and Recreation Portal is now conveniently open for residents use!



- 1. If you do not have a user account, click the 'Sign Up Now' option.
- 2. You will be prompted to complete profile information. Information such as First and Last Name, Billing Address, Phone Numbers, and Email Address. **Ensure that you complete profile info to its entirety.**



Portal Sign In / Create User Account

Ascension Parish Government

rev. 7/22

rimary Conta	act Details	
Please enter the contact details added after you have created y	CONTACT DETAILS BILLI	ING ADDRESS EMAIL CONFIRM
* Indicates required fields	Contact Addr	ress
Josey	* Indicates required fields	
middle name	Address Line 1*	CONTACT DETAILS BILLING ADDRESS EMAIL CONFIRM
	13 Pale Rider Junction	– Email
ast name*	Address Line 2	EITIdii
Wales		Please note that the email address will be used as your login id and a temporary password will be
Date Of Birth (mm/dd/yy	City*	emailed.
11/05/1977	High Plains	- Martin and Aldri
Sender*		* Indicates required fields
Male	Zip* 77444	Email Address
	7744	no.name@drifter.com
		confirm email address*
		no.name@drifter.com

- 3. After completing all applicable info, click 'Next' so that the information can be saved, and your new user account will be created.
- 4. Check for an email confirming that your account was successfully created. The email will contain further instructions to complete process, such as your temporary password.
- 5. After following instructions via email, you may sign in at any time. The portal is configured to take payments, view parish facilities availability and more.

^{**} If additional assistance is required, please reach out to the Recreation Department Citizen Service Center: 225-450-1200.