



# New SPARK Registration Process

The City of West Sacramento and the SPARK Program have a new registration process to make signing up for programs much easier! In order to register you will need a valid e-mail address.

First step is to “create an account” in the new system.

Please go to [www.westsacfun.org](http://www.westsacfun.org) to get to the new online registration and click on “Register Online” on the left hand side of the page.

Once logged in, it’s time to register for your activities. To begin, click on “Register for Activities” on the left hand side of the page. Then follow the step by step registering process. You may pay with Visa/ATM when you sign up for the activities on the internet at [www.westsacfun.org](http://www.westsacfun.org).

You may also pay with ATM/Cash/Check in person at the West Sacramento Community Center :

**West Sacramento Community Center  
1075 West Capitol Ave.  
West Sacramento, Ca 95691**

**Office Hours:**

**Monday thru Thursday 8:00am to 8:00 pm, Friday 8:00 am to 5:00 pm, Saturday 9:00 am to 3:00 pm, closed Sunday .**

All methods of registration need to be completed at least 24 hours prior to event.

***If you have any questions please contact:***

**916-617-4620  
Or 916-919-1847**

**WEST SACRAMENTO  
PARKS &  
RECREATION**



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**Additional Info:**

ActivityReg® is a solution by [Peak Software Systems, Inc.](#)

## Welcome to our NEW online registration system!

Instructions for creating a new account:

1. Click on "login" in the upper right hand corner of the page (If you had an account in our other system, see note below)
2. Select "I would like to create an account" under the login information
3. Enter all data for the main account holder first
4. Click "Save & Continue" when completed
5. Click "Add New Member" and enter data in for the next person in your family until you have completed your family account
6. To register for an activity click on "Register"



If you have questions or need further assistance, please feel free to call or email us.

**Note:** If you have registered with us after June 1, 2010 or have had a Recreation Center pass in 2010 there is a good chance you and your family are already in the system. Please enter the e-mail you had on your account and click on "forgot or don't know password". If you do not get an e-mail immediately please call (916) 617-4770 for assistance to connect you to your account.

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