

## Silver Springs Community Association is excited to introduce our new online registration system!

Before registration begins, we ask that all our members setup their accounts in advance to make the registration process as smooth as possible. Our new online registration service is quick, secure, user-friendly and you only have to enter your information once to create an account. Add programs and membership to your shopping cart and make one easy payment when you're finished!

You have purchased a SSCA membership for September 1, 2024 to August 31 2025. We have transferred your membership to our new registration platform.

### <u>Step 1</u>

You will receive an activation email from Amilia SmartREC to claim your account. An example is below. Please check your spam folder if you do not see it in your inbox. Click **Create Account**.

Welcome to Amilia on behalf of Silver Springs Community Association (External) $D$ (index $\sim$			
Amilia <support@amilia.com> to Test ▼</support@amilia.com>			
Silver Springs			
Welcome to Amilia, Test!			
You've been invited to Amilia by Silver Springs Community Association.			
Create an account to register online, keep track of your purchases, and manage your personal information.			
Create account			

<u>Step 2</u> Enter a password of your choice and click create account.

# Silver Springs Community Association uses *Amilia* to handle its registration.

Silver Springs Community Association	Language	Why should I sign up for Amilia?
	English 🗸	Creating a user account on Amilia
Silver Springs	Email	will allow you to consult your client account at Silver Springs
administration@silverspringscom	programs@silverspringscommunity.ca	benefit from online registration
(403) 288-2616	Password	and online payments <sup>*</sup> for your next registration with this
		organization.
	Confirm	Proceed to the normal login page.
	Create an account	
	By clicking on "Create an account", you agree to the Terms of	
	Use and Privacy Policy.	

#### User account creation

## <u>Step 3</u>

You can update your information on the left hand side of the screen under the **Members** tab. If you'd like to explore our store, select: Silver Springs Community Association.

	My account Test Account	A Hame	
A	Home	<b>H</b> Home	
\$	Billing	SmartRec	
Ħ	Purchases		
	Wallet	Silver Springs Community Association	
迹	Members		
88	Membership cards		
	Communication 🔁	About Amilia	My calendar
	Documents	G SmartRec	No activities yet
\$	Settings	Amilia has partnerships with many organizations. Using your Amilia account to reserve activities is <b>quick, easy, and secure</b> .	
_		No more line-ups!	
Q	Find a store	Read more	
		Upcoming events	

That's it! Your account is claimed and you're set for registration. If you need assistance please email programs@silverspringscommunity.ca