

Guest Vehicle Registration

Your community's *Parking and Towing Policy* does not allow parking on the streets by residents. However, guests are permitted to park up to 14 days within a rolling window of six months. A resident may register his/her guest online by following these steps:

Step 1

Go to your community home page at <http://www.activitytracker.net/mycommunity>. Click on the link to **Register Guests**:

[Login](#) [Register Guests](#)

This area is reserved for administrators.

To register a guest vehicle, it is not necessary to log in. Click here to [Register Guests](#)

Log In

User Name:

Password:

Remember me next time.

[Forgot your password?](#)
[Mobile PC Login](#)

Step 2

Enter the guest's vehicle license plate number and click **Submit**:

Guest Vehicle Registration

Welcome to the resident's area. This form will allow you to register a guest's vehicle or check on the status of a vehicle already in the system. Please enter a license plate and click **Submit**:

Vehicle Identification

License Plate:

Step 3

If the license plate number is new to the database, click **Register**:

Guest Vehicle Registration

Welcome to the resident's area. This form will allow you to register a guest's vehicle or check on the status of a vehicle already in the system. Please enter a license plate and click **Submit**:

Vehicle Identification

License Plate:

This license plate was not found.

You can register this vehicle by clicking below:

Step 4

Fill out the registration form. Use the calendar to pick the starting date of the visit and the dropdown box to indicate the visit length in days. When the form is ready, click **Submit**:

Guest Vehicle Registration

Please provide the information in the form below and click **Submit**:

Register a Guest's Visit

License Plate:

State:

Year:

Make:

Model:

Color:

Resident's Name:

Resident's Address:

Resident's Phone:

Resident's Email
(required for future changes):

Select a Starting
Date for Visit:

December 2007						
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Duration of Visit: day(s)

Submit

Cancel

Step 5

Once a license plate has been entered, the registration screen will indicate the current status of the vehicle. To register additional visits, your Email address must be confirmed. Check your Email for a special link sent from the ActivityTracker server and click on that link.

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Vehicle Identification

License Plate:

Status of 123ABC on 12/30/2007

Visit in progress until 12/29/2007

Visited 3 days within last 6 months

Not eligible for tow

Visits cannot be registered or deleted until your Email address is confirmed. Please click on the link in your confirmation Email.

Visit Begins	# Days
12/27/2007	3

Show my history of visits

Step 6

When the confirmation link is clicked, the ActivityTracker server will display this verification screen to indicate that your Email address has been validated.



Congratulations!

Email address **jsmith@mydomain.com**
is now registered for vehicle plate **123ABC**.

For security purposes, this address will be required
to register or delete visits.

[Continue](#)

Step 7

Once a vehicle is recognized by the ActivityTracker database, additional visits can be registered.

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Vehicle Identification

License Plate:

Status of 123ABC on 12/30/2007

Visit in progress until 12/29/2007

Visited 3 days within last 6 months

Not eligible for tow

Your Email address is required
to register or delete visits:

Visit Begins # Days

12/27/2007	3
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Show my history of visits

Step 8

The vehicle registration page will also display the tow-eligibility of vehicles that have previously been cited for infractions.

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Vehicle Identification

License Plate:

Status of 123ABC on 12/30/2007

NOT Visiting as a Guest as of Today
2 citations for parking older than 96 hours

ELIGIBLE FOR TOW

No registered visits

Show my history of visits

Your Email address is required
to register or delete visits: