

Lemon Lot Permit Online Registration Tutorial

If issues arise, or to fill out the form in person, please contact:

Aquatic Center - Front Desk at: 662-8170

Weblink:

or through the LAC County Website, under:

I WANT TO/Get a Lemon Lot Permits or Get A Camping or Vendor Permit

Account Registration

If the patron has never registered for a program or service within CSD, they will need to create an account

(yellow highlight).



If the patron has already registered, it is possible the household is already in our system. If unsure, or an email is associated with an existing account, the following message will appear:

Duplicate Check

Potential duplicate Household found based on phone number entered.

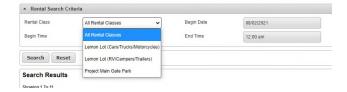
If you do not know your username or password please click <u>here</u> to go to the user recovery page.

Okay

Once an account is created, select the Camping and Vendor Permits link:



This link will bring up the following **search screen**. The two rental classes in the drop down are based on **"fees"**, **not spaces** - \$10.00 spaces and \$20.00 spaces.

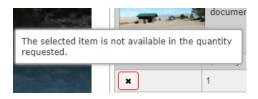


A begin and end date will need to be entered.

Only spaces that have availability during the dates requested will show up with a "green + box" indicating it

can be added to the cart. Unavailable will show as a red X box:





If the no spaces are available, the patron will need to extend the date out a day or two, until they find availability. The system **will not let the user** reserve for more than 10 days, or they will get one of the following errors:



Once the dates are satisfied, the following questions require answers to move forward.



Once answered, the transaction will then be added to a shopping cart, where payment can be provided, and the transaction will be completed. The patron should print out the receipt and affix to the windshield of the car.