

# REGISTERING A TEAM IN WEBTRAC

## Liberty Toss Cornhole Tournament 2021

1. Visit [www.madisonal.gov](http://www.madisonal.gov). Go to Parks and Recreation under the Departments tab. Choose WebTrac on left side of screen.
2. Log in to Web Trac. Only 1 person on the team needs to register as this will register the entire team.

WELCOME TO PARKS AND RECREATION ONLINE REGISTRATION

You can navigate the site by clicking on one of the images below or using the menu buttons along the top of the page. Currently you can register for programs, purchase memberships, send in meeting rooms permits, and reserve fields.

**Quick Links**

- [Department Home Page](#)
- [Parks and Facilities](#)
- [Event Calendar](#)
- [Frequently Asked Questions](#)
- [Contact Us](#)

**Brochure**

[2020 Winter Activity Guide](#)

**Member Login**

Username:

Password:

[Need an account?](#)

[Forgot your password?](#)

[Need Login Help?](#)

3. Once logged in, scroll to the top of the page. Click search.

MADISON ALABAMA

HOME **SEARCH** MY ACCOUNT CONTACT US RSS EVENT CALENDAR

WELCOME TO MADISON ALABAMA

4. Select Teams under the League section.

MADISON ALABAMA

HOME SEARCH MY ACCOUNT CONTACT US RSS EVENT CALENDAR

**ACTIVITIES**

- Activity Search
- Activity Enrollment

**FACILITIES**

- Facility Search
- Facility Calendar

**MEMBERSHIPS**

- Membership Search
- Membership Renewal
- Membership Registration

**TICKETS**

- Ticket Search

**LEAGUES**

- League Search
- League Registration
- Teams**
- League/Team Schedules

## 5. Select Add Team.

Welcome, Elmore #8460 | [Logout](#) | [Shopping Cart \(0\)](#) | [Wishlist \(0\)](#)

**YOUR TEAMS**

Showing 1 To 1 Total Results (1)

Team Name	League
Team Madison	Default Players

[Update](#)

[Add Team](#)

6. Under Team Information, fill in Team Name and the Team Contact information. change, we will contact you. Information provided in this section will be the contact for your team. Do not add any new player at this time. You can list your teammate in the question section while registering.

Team Information - Roster For

Team Name \*  Team Colors

Team Contact

Address 1  Address 2

City  State  Zip Code

Email Address   Email Schedule Changes?

Phone 1  Extension 1  Phone #1 Type

Phone #2  Phone #2 Extension  Phone #2 Type

Additional Player

[Save](#) [Add New Player](#) [Copy Default Players](#)

7. Save the team. Scroll back to the top and click Search, then League Registration.

MADISON ALABAMA

HOME SEARCH MY ACCOUNT CONTACT US RSS EVENT CALENDAR

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8. The League Code is **LibertyToss-2021**



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League Registration

League Code: \*

9. Choose the box next to the League associated with the League Code. Continue.



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Team Madison

Winter Adult Volleyball - Rec League

10. Proceed to Checkout. Follow prompts to checkout.



Welcome, Elmore #8460 | [Logout](#) | [Shopping Cart \(1\)](#) | [Wishlist \(0\)](#)

✓ New Charges In Shopping Cart

**SHOPPING CART**

Showing 1 To 1 Total Results (1)

	Description	Name	Total Fees		
<input type="checkbox"/>	Winter Adult Volleyball - Rec League (Registered)	Team Madison	\$ 350.00	<input type="checkbox"/>	<input type="checkbox"/>
	Grand Total Fees Due		\$ 350.00		
	Total Old Balances Not in Shopping Cart		\$ 0.00		

11. Madison Parks and Recreation will contact the team contact with information about times and a schedule. If you have any questions, please contact us at (256) 772-9300 or via email at [adultsports@madisonal.gov](mailto:adultsports@madisonal.gov)