Online Household Signup

Creating a household online for RecTrac

If you would like to register for any online programs, memberships or facility rentals, you will need to sign up for a Household in RecTrac. The steps are outlined below.

One: Start by entering **play.cabq.gov** into your browser's search bar. This will take you to the website for RecTrac. Locate and select the **Create an Account** button, located in the "Account Log In" section.

Two: You should now see the online Household account creation form. In order to create an account, you will need to fill in all the required information (noted in red and with a *).

If you have additional family members (spouses, partners, children, etc.) or emergency contacts (spouses, relatives, etc.) to include in their household, you can add them at the bottom by selecting **Add New Member** or **Add New Contact** in their respective locations.

After you have entered all your information, click **Save** and you will now have a RecTrac household!

If you are signing up for a household *after* you have found items that you want to purchase, you will be directed to a "WebTrac Login" screen which will give you the option to create an account and proceed with the transaction.