How to create an account in PerfectMind

Visit [https://jamescitycountyva.gov/recreation](https://jamescitycountyva.gov/recreation) and look for the PerfectMind logo to start creating your account.
How to create an account in PerfectMind

The PerfectMind link is accessible worldwide at https://jamescitycountyparksandrec.perfectmind.com/
You will choose “Create an Account.”
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You will be asked for the following information:
- Full Name of the primary parent/guardian
- Date of Birth (DD/Month/YYYY)
- Primary Telephone Number
- Mailing Address
- Email Address
- ADA Accommodations (if applicable)
- RecTrac ID#
  - If you have registered and paid online for activities and/or shelter rentals, on or before August 1, 2020, the RecTrac ID# is the 4 or 5 digit Username ID # assigned to you for access of the RecTrac system.
  - You may also email parks.rec@jamescitycountyva.gov or call 757-259-4200 to request your RecTrac ID#.
**How to create an account in PerfectMind**

After you create your account, you will receive an automated email from James City County Parks & Recreation with your user name and temporary password. Open the email, and using the credentials provided in it, click on the PerfectMind link. You will then be directed back to the PerfectMind website to reset your password.

After creating your new password, you will be prompted one more time to login to your account using your username and new password.
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After logging in, you will see the Family Member Detail section of your profile.

**PerfectMind will fully launch on September 15, 2020.**

Stay tuned for further updates on how to register for classes, reserve shelters and using other features of the new PerfectMind website!