

Town of St. Marys ActiveNet

Canceling an activity registration



Follow these steps to cancel a registration.

Step 1

Click on "My Account" in the top right.

Welcome, General **My Account** | My Wish List | Sign Out

Step 2

Click on "Transaction and Payment History".

Payment and Order Management



Change Auto-Charge Payments



Saved Credit Cards



Transaction and Payment History



Account Payment Details

Step 3

Select "Withdraw" on the activity you would like to cancel.

Registrations x

Reservations x

Scholarship x

Found 8 results

Enroll

\$0.00

No. 3006254.001

TEST -FEBRUARY 8 Aquafit 9am to 9:45am #5808

Feb 1, 2022 2:34 PM

General Account

Transfer

Withdraw

More steps on page 2...

Canceling an ActiveNet activity registration (continued)

Step 4

Confirm your refund amount.

Withdraw Detail: TEST -FEBRUARY 8 Aquafit 9am...

Original payer	To	Amount
No refund		

You need to pay \$0.00

Withdraw

Step 5

Confirm you are canceling the correct program, then click "Finish".

Shopping Cart

General Account **GA** 1 item, \$0.00 in total.

TEST -FEBRUARY 8 Aquafit 9am to 9:45am - 5808 \$0.00

ACTIVITY WITHDRAWAL

Order Summary

Subtotal \$0.00

Due Now \$0.00

Finish

Step 6

View your receipt.

You will receive a confirmation email shortly. [View printable receipt](#)

Receipt Summary

GA	TEST -FEBRUARY 8 Aquafit 9am to 9:45am - 5808	\$0.00
General	ACTIVITY WITHDRAWAL	