



Urban Re-Leaf Online Purchase Instructions

As we adjust to the new normal during these unprecedented times, we appreciate your patience as we transition our services to keep our community safe.

We have ensured this new purchasing system is as quick and easy as possible.

Online tree purchases start on Monday, March 8, 2021 at 8:30 a.m.

STEP 1

- Go to www.westkelownacity.ca/urbanreleaf
- Scroll down and click on **Online Purchase**
- You will be brought to the ActiveNet system to purchase a tree
 - **One tree per resident**
- Select either **Login to Account** or **Create a New Account**

STEP 2

- Under Online Services click on **Register for Activities**
- Search by typing in the word **'tree'**
- Select a tree species
- Click on **Add to Cart**

STEP 3

- Complete the steps to purchase a tree

NOTES:

- The class time and location are listed as the date and location for the tree pick-up.
- A receipt will be emailed to you after your purchase.

Any questions please call recreation staff at 778-797-8800