

# Accessing Receipts and Tax Documents on MyRec:

## 1. Go to MyRec:

<https://northamptonpa.myrec.com/info/default.aspx>.

## 2. Login to Account :



## 3. Enter Username and Password:



#### 4. Select the finance tab:



5. Find the activity your household member registered for. To the right of the activity, look for a clipboard icon with a checkmark. *\*If you do not see a specific receipt you are looking for, you can go back further by changing the date range at the top\**

Financial Statement

[Statement](#) [Payments](#) [Tax Deductible](#) [Account Credit History](#)

Start Date:  End Date:

Summary  Details

Item	Description	Billing Contact	Date	Total	Account Balance
Balance Adjustment	Balance Forward		March 19, 2024	\$0.00	\$0.00
Invoice: 578514	Standard	[REDACTED]	December 05, 2024	\$60.00	\$60.00
Payment: 330877	Credit Card: 120782039993	[REDACTED]	December 05, 2024	-\$60.00	\$0.00

**Outstanding Balance Due: \$0.00**

**6. Click the clipboard icon to view the receipt. The receipt will display tax information at the top of the page. The receipt will also show payment details and the Federal ID number.**

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**Northampton Township Parks & Recreation**

P & R Office (55 Township Road) Rec Center (345 Newtown Richboro Road), Richboro, PA 18954

• P: 215-357-6800 (Office), 215-357-5396 (Rec Center)

bmartin@nhtwp.org • <http://northamptonpa.myrec.com/> • Fed ID: 23-6000458

Invoice: 578514 • Date: 12/05/2024 • Invoice Total: \$60.00

*If you have any questions or have any issues accessing the documents needed, please contact us at 215-357-6800 Ext. 245.*