

Accessing your Membership Statement

These directions will lead you to your Membership Statement (or billing statement). Use this statement for keeping track of personal finances, or as proof for a benefit/incentive program through your employer.

To access a printable version of your monthly statement:

- Go to <https://webtrac.hopkinsminnetonka.com>.
- Sign in using your email address as your username and your password.*
- Click on your last name in the upper right corner
- Under **“Reprint”** you’ll click on **“Reprint A Receipt”**
- Scroll to the date of the receipt you’d like (Memberships are billed on the first business day of each month).
- Click the **“Reprint Receipt”** button on the left to load your receipt.

*If you need assistance, stop in or call your Front Desk. Williston: 952-939-8370, The Marsh 952-908-7000

Accessing your Monthly Visit Report

These directions will help lead you to a Monthly Visit Report, which will show how many times you’ve visited Williston and/or The Marsh over the month(s)!

To access a printable version of how many times you have visited monthly:

- Go to <https://webtrac.hopkinsminnetonka.com>.
- Sign in with your username and password.*
- Click on your last name in the upper right corner
- Under **“Reports”** click **“Member Visit Report”**
- Select the membership(s) and the month(s) you want for the report
- Click **“Submit”** and wait for the report to be emailed to you

*If you need assistance, stop in or call your Front Desk. Williston: 952-939-8370, The Marsh 952-908-7000



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