

## Registering for JR. HIGH CAMP

**IMPORTANT** Things you need to know in order to complete the registration online (about 15 minutes)

- You will pay SALEM not Lake Beauty!!! Total cost is \$275.00. Deposit of \$75 is due by April 8<sup>th</sup>, final payment is due 2 weeks before camp.
- Go to lbbc.com (Lake Beauty Bible Camp)
- Alternative Emergency Contact PLEASE LIST Eric Blake in this slot
  - Eric Blake – Emerg Contact - Home and Cell Phone 320-260-1353
- Use Transfer Code: 18SLUTHJH when going to pay
- Payment Balance will become ZERO (unless you sign up for extra events)
- Enter Your Credit Card Info to Finalize Registration (even if nothing is due)
- Online Registration due April 8<sup>th</sup>
- \$75 Deposit to Salem due April 8<sup>th</sup>
- A confirmation email will be sent to you from Lake Beauty

**Here is a helpful, detailed cheat sheet if you get stuck going through the steps.**

**It takes about 10-15 minutes and it includes contact, medical and other info.**

- Go online to lbbc.com (Lake Beauty Bible Camp)
- Click Register / Log In
- Scroll down, click FIRST TIME LOG IN or at the top select Summer Camp and scroll down to Jr. High
- Create New Account
  - Type in YOUR user information
- Attendee (Camper) Personal Information
  - Type in Campers Information – this page may take a minute – Refresh the page if needed
- Attendees home phone – Parents Cell phone Number
  - You can decide if you will put your child’s email and phone or yours.
- Program Classification
  - Click Summer Camp Box
- Click the Second Jr High Summer Camp Option
  - 2018 Jr. High #2 Jul 8 2018 –Jul 13 2018
- Select Sub Program For Selected Program
  - Archery Tag, Horse trail Ride, Paintball, Tubing on the Torpedo...
  - **You have the options to select and pay for these Extra activities online today OR you can wait until you’re at camp.**
- Parent/Guardian 1 Contact and Parent/Guardian 2 Contact
  - Click Add New Contact and fill in the info
- Alternative Emergency Contact PLEASE LIST Eric Blake in this slot
  - Eric Blake – Emerg Contact - Home and Cell Phone 320-260-1353

**Continues on the other side** 

- List of forms required to be completed before registration is complete
  - Church/Chapter
    - St Cloud – Salem Lutheran
  - Medical Information Form (Immunizations)
  - Ride Home Form – Ride Home Authorized List
    - Salem Lutheran Church – Eric Blake
  - T-Shirt Size, Select your youths size
- After all forms are green with check marks click Save/Next
- Complete Medication Information
  - (You should be able to add or subtract meds from your completed dashboard if needed)
  - Click Add/Edit Meds
  - Please include any Over The Counter Meds
- Cabin Mate Information – Save/Next
- If you are registering multiple campers you can select the desired option. If you are done signing your youth up, click on the View Dashboard option.
- Dashboard
  - Campers Status will be Enrolled NOT Registered.
  - In order to register you will need to include a special code that will bring your balance to zero.
  - Then you will need to enter in your credit card information to complete the process.
  - Notice that the Reg Bal is \$350 online but the balance that you will need to pay Salem is \$275 with a deposit of \$75 due April 8<sup>th</sup> to hold your place.
- Payment
  - Make Payment
  - Transfer Code: 18SLUTHJH
  - Click on the GET button
  - Save/Next                      Balance will show as zero
  - Pay in full will be highlighted. Click Save/Next
  - Fill in Credit Card Details
    - Nothing will be charged to you credit card. If your Camper signed up for extra events, those will be charged but no camp Registration Balance.
- Your Youth is signed up for CAMP!!
- You will receive an email from Lake Beauty confirming your registration.