

Camp Coolio Sign up Instructions with screen shots

Basic info to review before sign-up day:

- Summer Camp \$275* a week
*Week 2 attendees and families of 3 or more sibling discounts - our office will adjust invoices the next business day after signing up. Week 2 will be adjusted to \$165 and families of 3 or more will receive a 50% discount on your 3rd and subsequent siblings signed up.
- 7 Weeks to choose from. Sign up for some or all. A link to all the Camp Forms will be sent after we receive your registration. The registration sign-up lists the first day of each week. See below for the exact dates.

Week 1: June 24-28

Week 2: July 1-3 (Short Week)

Week 3: July 8-12

Week 4: July 15-19

Week 5: July 22-26

Week 6: July 29- Aug 2

Week 7: Aug 5-9

Signing up Instructions – Step by step –

Helpful hints - Remember sign up starts at noon on 2/12/2024. Be logged in BEFORE noon. Have your weeks picked out beforehand, make sure all your children are on your RecDesk account, and that they are age eligible for the program. Ages: must be 6 by 8/5/24 and no older than 13 at 8/10/24. Registrants must be entering at least Readiness or 1st grade and no higher than 7th grade in Sept 2024.

1. Login to RecDeck: <https://newboston.recdesk.com/Community/Member/Login>
2. Click the “Programs” tab and select “Youth”.
3. You should see Camp Coolio listed first. A green “Register Now” button will appear when registration goes live. You may have to refresh your page at noon.
4. Click “Register Now”

Programs						
Category: Youth						
Camp Coolio Summer 2024						Youth +
Date(s)	Day(s)	Age(s)	Grade(s)	Openings	Remaining	Register Now
6/24/2024 - 7/29/2024	Mon	6 - 12	-	n/a	n/a	
Lego Camp - Bash'em Bots Ages 8-12						Youth

Registration begins on 2/1/2024

5. Select Family member to register.

Program Registration

Program * Camp Coolio Summer 2024 - (Start Date: 6/24/2024) ▼

Member * Joe Jr Test ▼

- Select Member -
Big Joe Test
Joe Jr Test
Jane Test

registrant, **not** the Member to register is not listed in drop down list, go to your Profile and click Add Household Member

Select Timeslots * Min Timeslots: 1 | Max Timeslots: N/A

Monday 6/24/2024 7:30 AM - 5:30 PM 36 remaining
W1 (June 24 - 28)

6. Click which weeks your child will attend. Then select the weekly fee.

Select Timeslots * Min Timeslots: 1 | Max Timeslots: N/A

<input checked="" type="checkbox"/>	Monday	6/24/2024 7:30 AM - 5:30 PM W1 (June 24 - 28)	36 remaining
<input checked="" type="checkbox"/>	Monday	7/1/2024 7:30 AM - 5:30 PM W2 (July 1-3)	36 remaining
<input type="checkbox"/>	Monday	7/8/2024 7:30 AM - 5:30 PM W3 (July 8-12)	36 remaining
<input type="checkbox"/>	Monday	7/15/2024 7:30 AM - 5:30 PM W4 (July 15-19)	36 remaining
<input checked="" type="checkbox"/>	Monday	7/22/2024 7:30 AM - 5:30 PM W5 (July 22-26)	36 remaining
<input type="checkbox"/>	Monday	7/29/2024 7:30 AM - 5:30 PM W6 (July 29-Aug 2)	36 remaining
<input checked="" type="checkbox"/>	Monday	8/5/2024 7:30 AM - 5:30 PM W7 (Aug 5-9)	36 remaining

Fee Type * (per timeslot) Weekly Camp Fee (Resident) - \$275.00 ▼

7. Click save which brings up your shopping cart.

Shopping Cart

The screenshot shows a shopping cart with a dark green header. Below the header is a table with columns for Item, Quantity, and Unit Price. The first item is 'Camp Coolio Summer 2024' with a quantity of 3 and a unit price of \$275.00. Below the table, there is a registration section for 'Joe Jr Test' with a link to 'Register another HOUSEHOLD MEMBER for this program'. A red arrow points to this link. At the bottom right of the cart, there is a 'Total: \$825.00' and two buttons: 'Add New Registration' and 'Go To Checkout'. A red arrow points to the 'Go To Checkout' button. Below the cart, there is an orange box with a 'Please Note' message: 'you MUST go to Check Out and make Payment to complete the registration process. Spots in Programs are not guaranteed until the Check Out process is complete.'

8. If this is the only child you are registering click “Go to Check out” If you have another child to register, click “Register another HOUSEHOLD MEMBER for this program”.

9. Follow the same steps that you took for the first child for all additional children you want to register.

10. When done click “Go to Check out”

Shopping Cart

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11. This brings up the “waiver”. Click “I Accept Waiver”

Waiver

Waiver

Waiver
Individual waivers will be provided as needed by program.
Please click "I Accept Waiver" to continue to your cart.

12. Check out – If you signed up for Week 2 or will be receiving a multi child discount (3 children or more) Click “Invoice Me”. We will adjust your bill on the next business day and email you the updated invoice. If not, you have the choice to “Pay Now” or “Invoice Me”.

Checkout

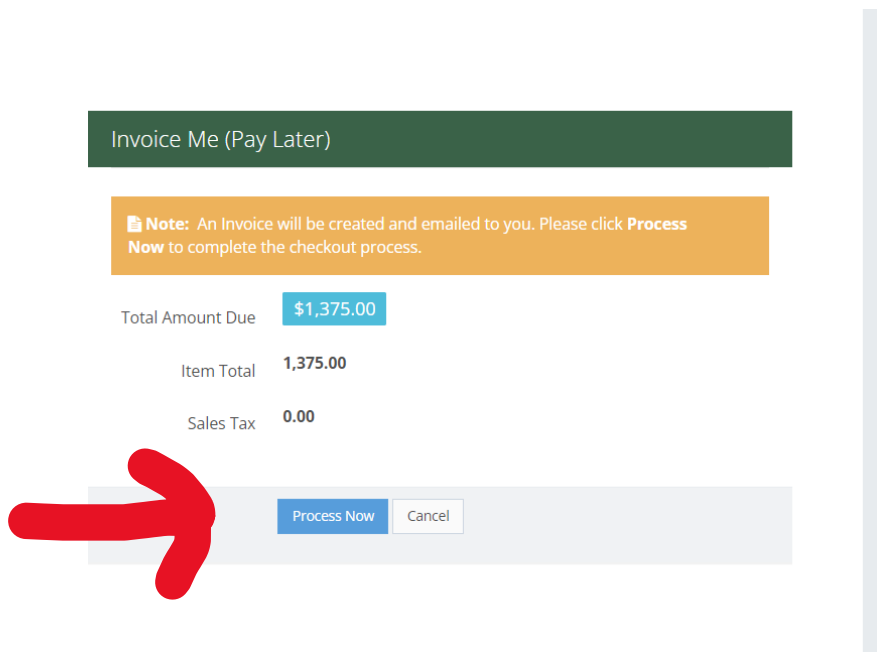
Select Payment Option

Note: You have the option of either **Paying Now** via Credit Card or **Paying Later** via the Invoice Me option. To pay now, please select **Pay Now via Credit Card**. To process cart items and pay later, please select **Invoice Me (Pay Later)**

Total Amount Due	\$1,375.00
Item Total	1,375.00
Sales Tax	0.00
Convenience Fee	0.00

13. After either option, make sure you **completely check out by clicking “Process Now”**. If you do not, your registration will be null, and you will not receive confirmation that your registration is complete.

Checkout



Invoice Me (Pay Later)

Note: An Invoice will be created and emailed to you. Please click **Process Now** to complete the checkout process.

Total Amount Due **\$1,375.00**

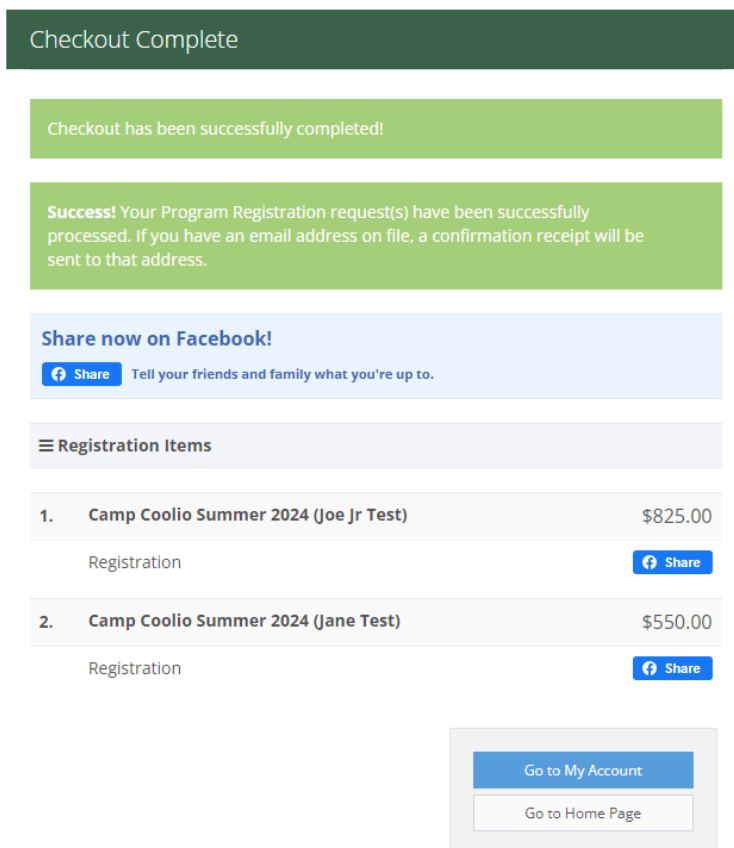
Item Total **1,375.00**

Sales Tax **0.00**

Process Now Cancel

14. Checkout Complete - This should be your final screen.

Checkout Complete



Checkout Complete

Checkout has been successfully completed!

Success! Your Program Registration request(s) have been successfully processed. If you have an email address on file, a confirmation receipt will be sent to that address.

Share now on Facebook!

[Share](#) Tell your friends and family what you're up to.

≡ Registration Items

1.	Camp Coolio Summer 2024 (Joe Jr Test)	\$825.00
	Registration	Share
2.	Camp Coolio Summer 2024 (Jane Test)	\$550.00
	Registration	Share

[Go to My Account](#)

[Go to Home Page](#)

15. Emailed confirmation – You should receive an automated email receipt that looks like this.

Registration Confirmation from New Boston Recreation		
Line Items		
<u>Item</u>	<u>Registrant</u>	<u>Amount</u>
Camp Coolio Summer 2024 Fee: Weekly Camp Fee (275.00 x 3) Flex Dates: 6/24, 7/1, 7/15	Joe Jr Test	\$825.00
Camp Coolio Summer 2024 Fee: Weekly Camp Fee (275.00 x 2) Flex Dates: 6/24, 7/1	Jane Test	\$550.00
	Sub Total:	\$1,375.00
	Sales Tax:	\$0.00
	Total Amount:	\$1,375.00
Additional Notes		
<u>Please mail payments to:</u> New Boston Recreation PO Box 382 New Boston, NH 03070		

16. If you have any questions, please contact us at:
recreation@newbostonnh.gov or 603-487-2880

17. The recreation department is not responsible for internet issues, non-completion of the registration process, or general errors with data entry, payments, or age limits, nor the possibility that camp fills while you are registering your children, or any other issue that prohibits you from signing up or getting into Camp Coolio. Note that items in your cart are NOT guaranteed, only pressing the Checkout Complete and receiving a confirmation email are you assured that your children are registered.