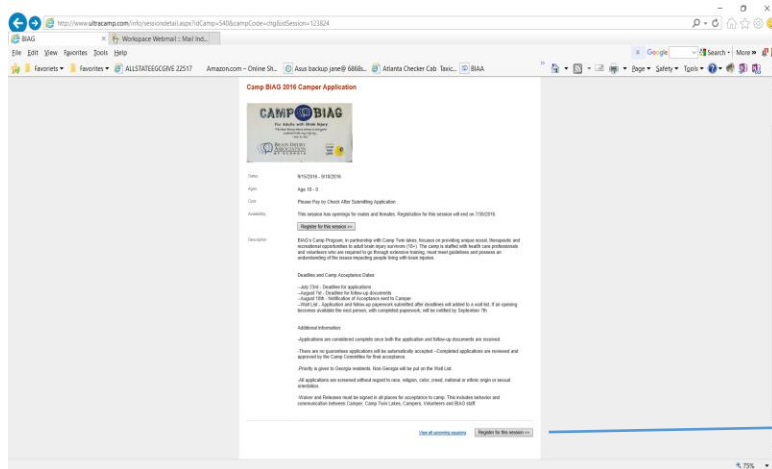


Step by Step on how to do Returning Camper or add New Camper for application:

Click on Camper Link,

www.ultracamp.com/info/sessiondetail.aspx?idCamp=540&campCode=chg&idSession=123824

you will be directed to Login section (DEADLINE for application and follow-up paperwork is August 7, 2016....applications received after this date will be put on a “wait list”



Read page, click Register for this session

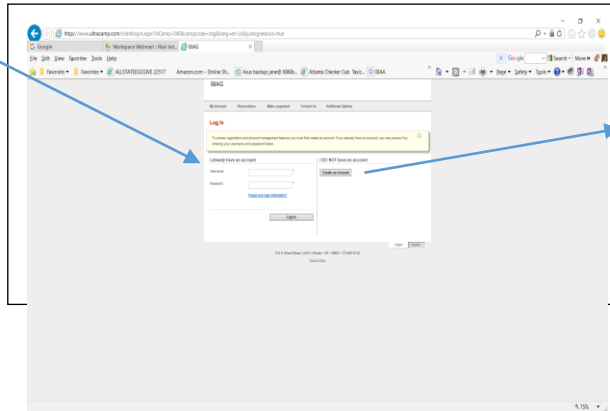
Returning Camper: Enter User Name and Password (Lost or forgot? click “forgot your login “and follow directions)

Select individual page: click on eligible camper then next>>
(or “add a person” to add camper if name is missing or to add a new contact)

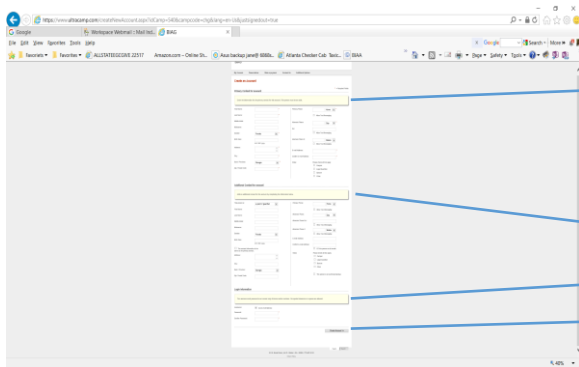
Begin camp application. At the end click on “Proceed to Checkout” (or “add....” if doing another camper)

Click on “complete order”

You’re Done!! Follow-up paperwork will be sent to Primary Contact **DEADLINE: August 7th**



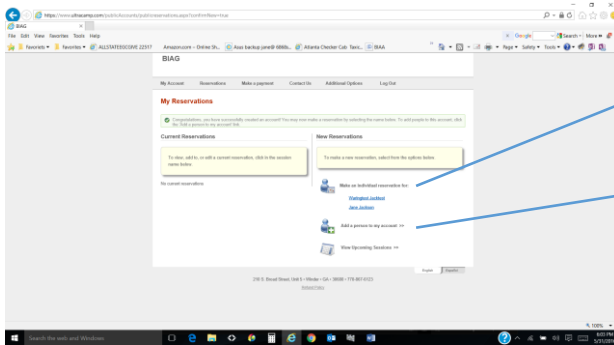
NEW Camper: Create an account, you will be directed to **Create an Account Page**



Create an Account Page

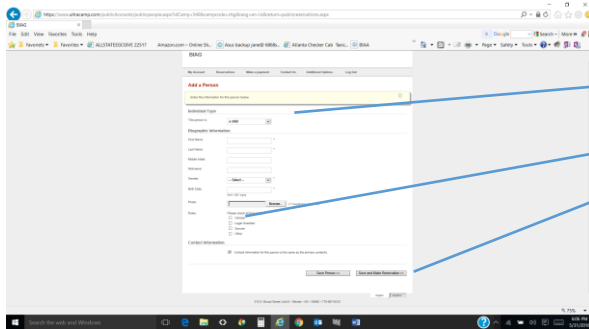
Fill out page:

- Primary Contact**-will be the primary person completing the application AND receiving all camp information. (ie:may be the camper, spouse, legal guardian, other
- Add Secondary/additional Contact if applicable.
- Create user id and password.
- Click and your next screen will be **My Reservations** page



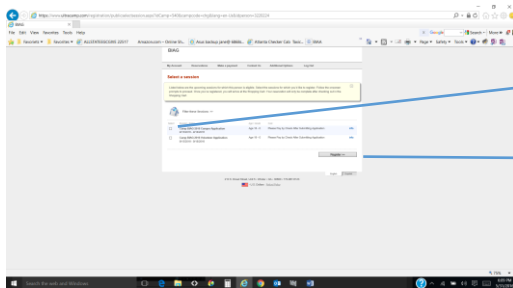
My Reservations page:
 Select camper name to begin application process

If camper name has not been added yet, (ie was not on "Create an Account" Page above) select "Add a person" to my account where you will be directed to **Add a person** page



Add a person page:
 Fill in the page and select "Camper"

Select "Save and Make a Reservation" you will be directed to **Select a Session Page**



Select a Session Page
 Select Camp BIAG Camper 2016 application

Click on Register

You will be directed to begin the Camper Application:

- ..Emergency Contact Complete then select next>>>
- ..Pickup Authorization....Everything ok select next>>>
- ..Camper Information pagescomplete every question on each page (requires online signature you can create)
- ..End of application click "Proceed to Checkout" - or "add another person" to add another camper
- ..Click "Complete Order"

Follow-up paperwork will be sent/mailed to Primary Contact. Deadline is August 7th – any applications/follow-up paperwork received after that date will be on a wait list. Reminder: no matter how many times you have been to camp (returning or new camper), applications are NOT automatically selected for camp until the Camp Committee reviews and approves each application with follow-up paperwork.