## STEP 1: Register your Church

- Go to <u>somoag.org/childrens/camp</u>
- Click "CAMP COORDINATORS REGISTER YOUR CHURCH HERE"

DETAILS	REGISTER	
Registering as an individual	Regist	<u>er as a group instead</u>
REGISTRANT TYPE	PRICE	QUANTITY
TEST		
Church Registration Fee Select this option when "Registering" your group for the first time this year. Available Until Event	\$25.00	- 1 +

 Click "CONTINUE" – This will register your CHURCH for this year at the end of the process you'll pay the one time \$25 fee. This fee is just to register you group, this is not per camper.

	DETAILS	REGISTER	
Your Attendees	+ 🖻	You will pay the \$25 group fee now and the rest of your camper/staff fees will be paid at camp. Please select you Church City/Church Name	
Just For You		Select	~
Church Registration \$	525.00 m	Other - Not Listed Adrian - Victory Assembly of God Advance - First Assembly of God Alton - Assembly of God Anderson - Faith Chapel Arnold - Meramec Heights Assembly of God Arnold - People Ash Grove - Assembly of God Aurora - Life Fellowship	

- Choose your Church City/Name
- Click "CONTINUE"



Click "CONTINUE"

in a pointe camp	DETAILS			REGISTER		SOMO Kids Camp 20 Monday, Jun 27, 2022 1:00 PM - Friday, Jul 2 Cross Pointe Camp	22 29, 2022 10:00 AM CDT
						DETAILS	REGISTER
ame				Checkout Summary			
Chip	Dudde	ən		1 Attendee	\$25.00		$\bigcirc$
528 West Battlefield Road		Address 2 (	optional)	Order Total	\$25.00		THANK YOU!
Springfield		us Miss × ~	65807			c	PRDER 22180594E RECEIVED!
mail		Phone				Email.co	nfirmation will be sent to <b>calculate</b> @somoag.org.
cdudden@somoag.org		us (417) 881-1316	5				
reate a password and we'll re	member your inf	o for next time! It's fi	ast, easy, and secure! -				
ard Number		Expiration	CVV				
2222 2222 2222 2222		02/22	222				

- Input your payment information
- Click "PLACE ORDER"



Upon Check Out, you will receive an **email** with a link for your next step.

## Next step: "CREATE YOUR GROUP"

## STEP 2: Creating a "GROUP" plus inputting applications together. You will use the link from your email to "CREATE A GROUP"



• Click the link near the bottom of the email.

SOMO Kids Camp 2022 Monday, Jun 27, 2022 1:00 PM - Friday, Jul 29, 2022 10:00 AM CDT Cross Pointe Camp DETAILS REG	ISTER
	Contact Info <pre>     (417) 881-1316     Email Us  Location      Cross Pointe Camp     31431 Main Street     Missouri, 65072     crosspointecamp.com     Email Directions  Nearby      Zirports     Hotels     Missouris      Add To My Calendar     Manage My Group     Find My Registrations </pre>
	REGISTER

• Click "**REGISTER**" - This will take you to the page to create a group.

SOMO Kids Camp 2022 Monday, Jun 27, 2022 1:00 PM - Friday, Jul 29, 2022 10:00 AM CI	DT
DETAILS	REGISTER
There are group options available for this event. Pl	ease select an option to continue.
CREATE A GROUP YOU WILL BE THE GROUP MANAGER AND OTHERS CAN JOIN YOU	JOIN A GROUP
REGISTRANT TYPE CAMP 1 J JUNE 30 - JULY 1	
Camp 1 CAMPER   June 27 - July 1 (\$172) Groups of 21 Payment due at camp. Available Until May 30, 2022	
Camp 1 STAFF   June 27 - July 1 Groups of 21 Staff Applications DUE May 2 - \$25 Registrations BETWEEN May 3 - May 23 - \$40 Registrations AFTER May 23 - \$50 Staff Registration closes June 13th <b>Payment due at camp.</b> Available Unit Ivent	
Camp 1 TEEN STAFF   June 27 - July 1 (Groups of 21)	

- Choose "CREATE A GROUP"
- Click "CONTINUE"

DETAILS	REGISTER	
– Create A Group	c yow this example	
ame of your group	please follow a	
Church's City (example: Springfield) & Church's Na	ne (example: 1st Assembly of God)	
our group's most common registration type		
Select		~
Camp 1 CAMPER   June 27 - July 1 (\$172) (Groups of Camp 1 STAFF   June 27 - July 1 (Groups of 2+) - \$ Camp 1 TEEN STAFF   June 27 - July 1 (Groups of 2 Camp 2 CAMPER   July 11-15 (\$172) (Groups of 2+) Camp 2 STAFF   July 11-15 (Groups of 2+) - \$0.00	Example 50.00 •\$0.00 •\$0.00	Ì
Camp 2 TEEN STAFF   July 11-15 (Groups of 2-300) Camp 3 CAMPER   July 18-22 (\$172) (Groups of 2+) Camp 3 STAFF   July 18-22 (Groups of 2+) - \$0.00 Camp 3 TEEN STAFF   July 18-22 (Groups of 2+) - \$ Camp 4 CAMPER   July 25-29 (\$172) (Groups of 2+)	- \$0.00 - \$0.00 - \$0.00	
Pad Pastor Name		
First	last	

- Please name your "GROUP": Church's City Church's Name (in this order—see the top example)
- Under YOUR GROUP'S MOST COMMON REGISTRATION TYPE" Choose the week of camp you're attending. (CAMPER, STAFF, TEEN STAFF doesn't matter at this step – choose any one of them). The important thing here is to choose the correct WEEK your church is attending.

nume of your group		
Church's City (example: Sprin	ngfield) & Church's Name (example: 1st Assembly of God)	
Your group's most common regis	stration type	
Camp 1 CAMPER   June 27 - J	uly 1 (\$172) (Groups of 2+) - \$0.00	× ~
Your email address		
cdudden@somoag.org	the same.	
Passcode to join this group	can not be the	
password	These can note below	
Passcode to manage this group	See	
Passcode to manage this group password Please use your Church Name an	d City as your group name.	
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes	d City as your group name.	× ×
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes Church Name/Church City	d City as your group name.	× ~
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes Church Name/Church City Other - Not Listed	d City as your group name.	× ~
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes Church Name/Church City Other - Not Listed Church Name	d City as your group name.	× ~
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes Church Name/Church City Other - Not Listed Church Name Kidmin District Office	d City as your group name.	× ~ × ~
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes Church Name/Church City Other - Not Listed Church Name Kidmin District Office Church Address	d City as your group name.	×
Passcode to manage this group password Please use your Church Name an SOMO A/G Church? Yes Church Name/Church City Other - Not Listed Church Name Kidmin District Office Church Address 528 West Battlefield Road	d City as your group name.	×

- \* <u>"PASSCODE TO JOIN THIS GROUP" & "PASSCODE TO MANAGE THIS GROUP"</u>
  - $\Rightarrow$  "PASSCODE TO JOIN THIS GROUP" is for you, the Camp Coordinator, to input all the information.
  - $\Rightarrow$  "PASSCODE TO MANAGE THIS GROUP" is to make changes to the information you have added.
  - $\Rightarrow$  Do not give Passcodes to anyone. They are only for the Camp Coordinator.
  - \* PLEASE NOTE: the password for "PASSCODE TO JOIN THIS GROUP" and "PASSCODE TO MANAGE THIS GROUP" can not be the same.

DETAILS	REGISTER	
	REGISTER	
Registering as a part of: Church's City & Church's Name	<u>Register as</u>	<u>an individual instead</u>
REGISTRANT TYPE	PRICE	QUANTITY
TEST - NOT YOUR GROUP		
Church Registration Fee Not Your Group Select this option when "Registering" your group for the first time this year. Available Until Event	\$25.00	- 0 +
CAMP 1   JUNE 30 - JULY 1 - YOUR GROUP		
Camp 1 CAMPER   June 27 - July 1 (\$172) <i>Payment due at camp.</i> Narilabil Unit May 30, 202	\$0.00	- 12 + Groups of 2+
Camp 1 STAFF   June 27 - July 1 Staff Applications DUE May 2 - \$25 Registrations BETWEEN May 3 - May 23 - \$40 Registrations AFTER May 23 - \$50 Staff Registration closes June 13th <b>Payment due at camp.</b> Available Umit Fennt	\$0.00	- 5 + Groups of 2+
Camp 1 TEEN STAFF   June 27 - July 1 Staff Applications DUE May 2 - \$25 Registrations BETWEEN May 3 - May 23 - \$40 Registrations AFTER May 23 - \$50 Staff Registration closes June 13th	\$0.00	- 2  + Groups of 2+

- On this page, choose the number of Campers, Staff, and Teen Staff you will be entering at this time.
- Click "CONTINUE"

	DETAILS		REGISTER
our Attendees	+ 🕅	<ul> <li>This your first time accessing the Kids Camp online</li> <li>Yes</li> <li>No</li> </ul>	e registration form this year?
Just For You		Picture select you Church City/Church Name	
	June 27 - 💼	Other - Not Listed	×
	June 27 - 🗎		
	AFF   June 🗎		

- The next page will ask you if this "IS THE FIRST TIME ACCESSING THE KIDS CAMP ONLINE REGISTRATION FORM THIS YEAR".
- At this point, you say "NO". You just created your group, so you will not need to do that again. If you say "YES", it will not allow you to proceed until you register your group, which you should have already done.
- Select your Church City/Name
- Click "CONTINUE"

DETAILS	DECISTED	
DETAILS	REGISTER	
Your Attendees + 🛍	Camper Information	
	Camper Name	
💑 Just For You	First	
Camp 1 CAMPER   June 27 - iii July 1 (\$172)	Gender at Birth Male Formale	
Camp 1 STAFF   June 27 -	Birth Date	
	mm/dd/yyyy	Ė
	Age	
27 - July 1	Grade (Going into fall of 2022)	
	Mailing Address	
	Address Address 2 (optional)	
	City US Missouri X V Postal	Code
	#1 Parent/Guardian	
	First Last	
	#1 Parent/Guardian Primary Phone	
	us   Phone Number	
	US Phone Number	IUE

- Input all Camper, Staff, and Teen Staff information into the appropriate fields.
- Click "CONTINUE"

Your Attendees	+ 🗊	Complete your registration	SOMO Kids Camp 2022
🛃 Just For You		Name Not you?	Monday, Jun 27, 2022 1:00 PM - Friday, Jul 29, 2022 10:00 AM CDT
<ul> <li>Chip Dudden Camp 1 CAMTRE J June 27 - July 1 (\$772)</li> <li>Debbie Dudden Camp 1 STAFF J June 27 - July 1</li> <li>Abeni Dudden Camp 1 TEEN STAFF J June 27 - July 1</li> <li>Temm</li> </ul>		Debbie     Dudden       Email     debbiedden@gmail.com       Pinore - Optional     debiedden@gmail.com       Pinore - Optional     debiedden@gmail.com       S28 West Bartlefield Road     debiedden@gmail.com       Springfield     debiedden@gmail.com       Sy Missouri x v     65807       Creaste apsesword and we'll remember your info for next timel it's fast, easy, and securel - Optional       Password     Be-type Password       Finall Confirmation     Non confirmation for payment amount and method.	DETAILS REGISTER
28 <sup>9</sup>		SUBMIT	✓ FINISH

- Click "SUBMIT"
- You will receive an email confirmation.

## JOIN A GROUP

SOMO Kids Camp 2022 Monday, Jun 27, 2022 1:00 PM - Friday, Jul 29, 2022 10:00 AM CDT	Any time you want to add more
Cross Pointe Camp DETAILS REGISTER	registrations, return to your email
There are group options available for this event. Please select an option to continue.	to use the link and proceed
CREATE A GROUP YOU WILL BE THE GROUP MANAGER AND OTHERS CAN JOIN YOU	through the steps as before.
REGISTRANT TYPE	Click on "JOIN A GROUP"
CAMP 1 J Diffe SU - JOLT 1 Camp 1 CAMPER   June 27 - July 1 (\$172) Groups of 2* Payment due of camp. Available Uncil May 30, 2022	
Camp 1 STAFF   June 27 - July 1 Groups of 21 Staff Applications DUE May 2 - \$25	
CONTINUE	
SOMO Kids Camp 2022 Monday, Jun 27, 2022 1:00 PM - Friday, Jul 29, 2022 10:00 AM CDT Cross Pointe Camp	
DETAILS REGISTER	• Select your group and enter
← Join A Group	vour password
Search for an existing group Select	your password
Passcode to join this group	Click "CONTINUE"
Don't know the passcode to join your group? Contact your group's manager.	
Are you the manager and you forgot your passcodes? Click here.	<ul> <li>Input all Camper, Staff, or Teen</li> </ul>
Please note that by joining a group you are granting permission to the group manager to access your registration details an changes on your behalf. If you do not wish to provide the group manager with access to your registration details, please do group.	Staff information just as you did
	previously.