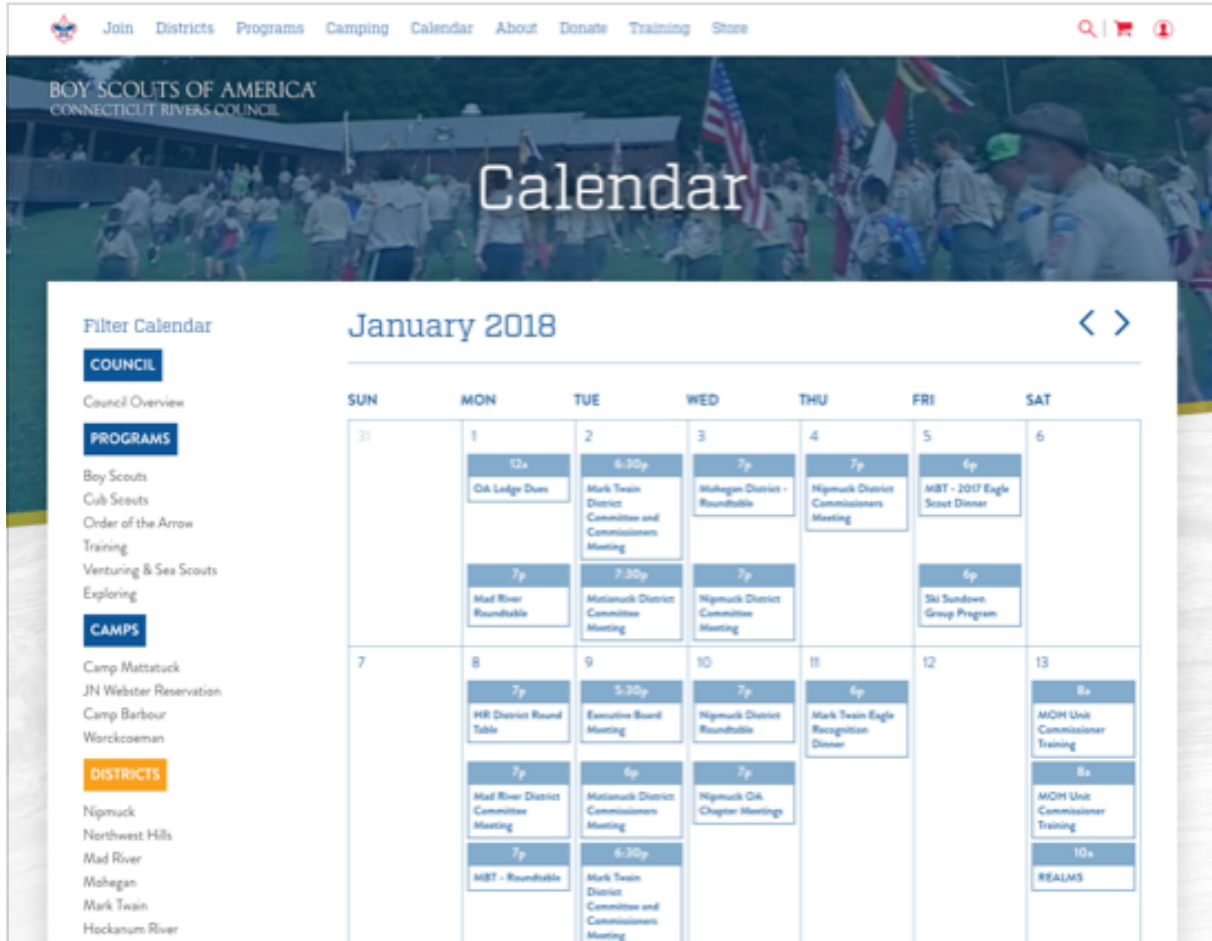


How to Complete a Contingent Registration

1. Click on the event you want to register for on the main calendar (ctrivers.org/event/calendar) or on your District calendar.



2. Click "Sign Me Up" on your event's detail page, taking you to the registration funnel.



3. Select "contingent" and click the "Next" button.

BOY SCOUTS OF AMERICA
CONNECTICUT RIVERS COUNCIL

Demo Event Registration

I WANT TO REGISTER A(N)

INDIVIDUAL

CONTINGENT

NEXT >

- Select which contingent type you want to register for and click the "Next" button. If down payments are accepted for this event, you'll see a separate section to select a down payment only type, along w/ how much you'll have to pay to register w/ a down payment.

BOY SCOUTS OF AMERICA
CONNECTICUT RIVERS COUNCIL

Demo Event Registration

[← Back to Event](#)

01 Unit Picker — 02 Unit Members Picker — 03 Unit Members Info — 04 Final Summary

CONTINGENT - PAY FULL AMOUNT

TEST CONTINGENT
PER CAMPER: \$60 | UNIT FEE: \$15.00

CONTINGENT - PAY DOWN PAYMENT ONLY

TEST CONTINGENT
PER CAMPER: DOWN PAYMENT OF \$15.00 (FULL: \$60)
UNIT FEE: DOWN PAYMENT OF \$5.00 (FULL: \$15.00)

NEXT >

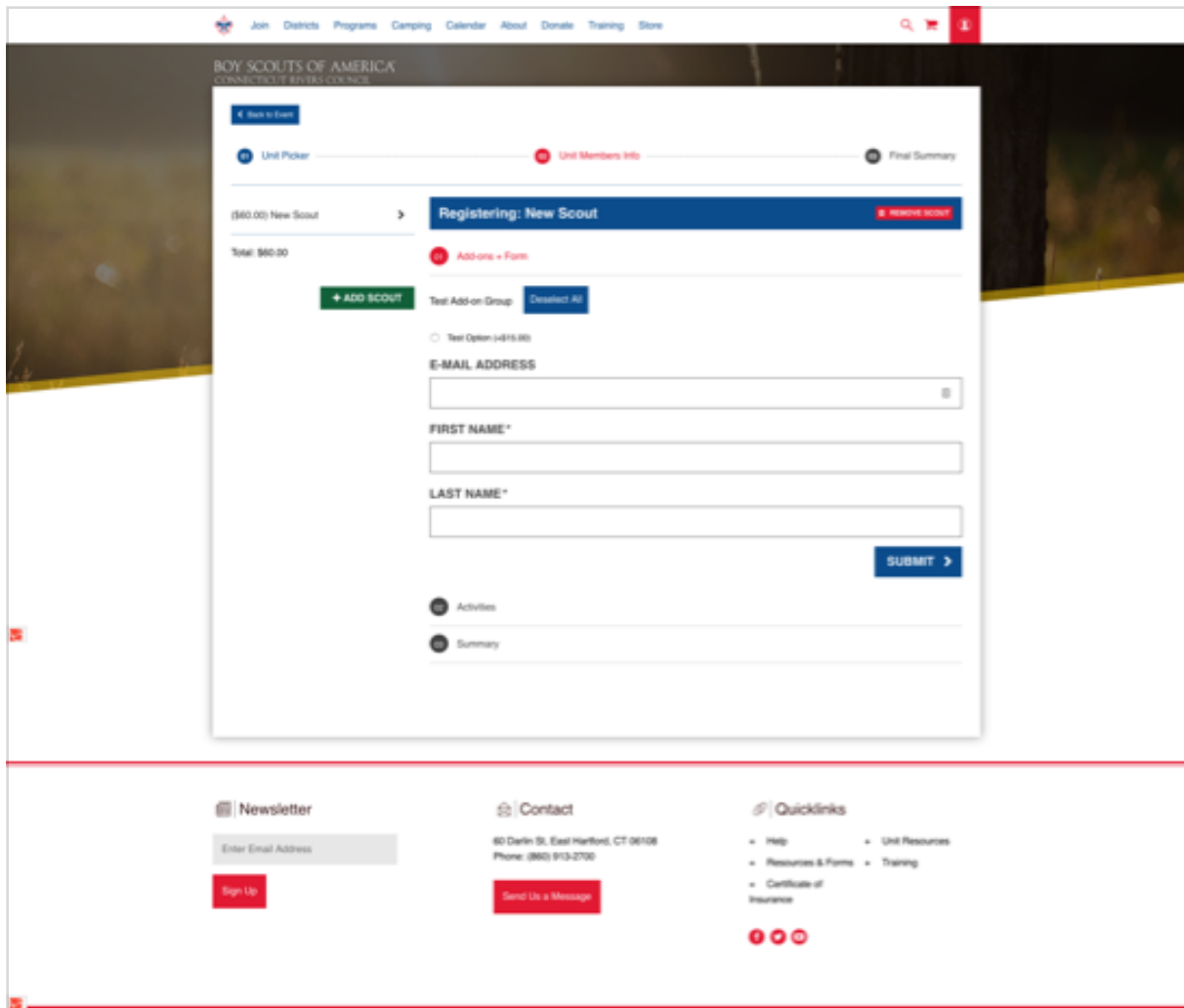
5. During this step, you'll either select a unit to register, or (if this registration allows) select "I'm Registering an Out of Council Contingent" to register an out of council contingent.

The screenshot shows the registration interface for the Boy Scouts of America, Connecticut Rivers Council. At the top, there is a navigation menu with links for Join, Districts, Programs, Camping, Calendar, About, Donate, Training, and Store. Below the navigation is a header with the council's name and logo. The main content area features a progress bar with four steps: 01 Unit Picker (active), 02 Unit Members Picker, 03 Unit Members Info, and 04 Final Summary. A blue button labeled "Back to Event" is in the top left. The "Unit Picker" section has a green header "I'M REGISTERING AN IN COUNCIL CONTINGENT" and a grey header "SELECT YOUR UNIT" above a dropdown menu. Below it is a grey header "I'M REGISTERING AN OUT OF COUNCIL CONTINGENT". A red "NEXT" button is in the bottom right.

OUT OF CONTINGENT REGISTRATION

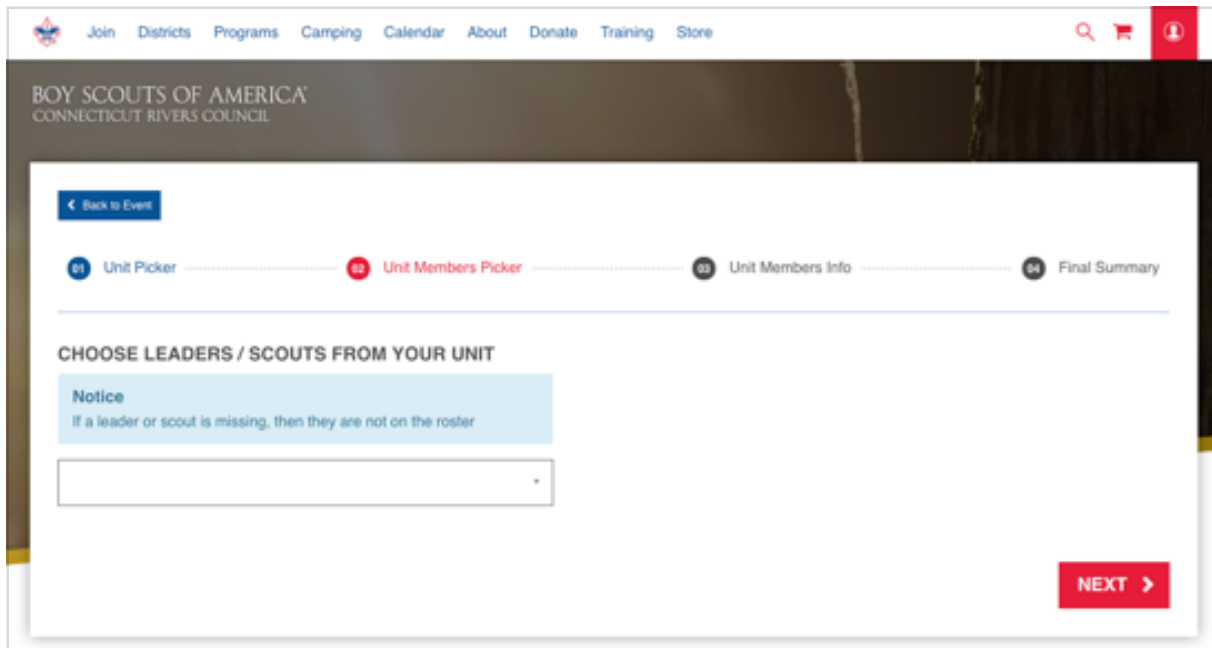
6. If you selected out of council contingent, the next step you'll see is a unit members screen with no scouts. You'll need to click "Add Scout" and fill out the information for each out of council scout. If you need to remove a scout, just click the "REMOVE SCOUT" at the top right of their form. When you're finished w/ all added scouts, you'll see a "SUBMIT + REVIEW" button appear. Click this to move on to the final summary page (#9).

The screenshot shows the registration interface for the Boy Scouts of America, Connecticut Rivers Council. At the top, there is a navigation menu with links for Join, Districts, Programs, Camping, Calendar, About, Donate, Training, and Store. Below the navigation is a header with the council's name and logo. The main content area features a progress bar with three steps: 01 Unit Picker, 02 Unit Members Info (active), and 03 Final Summary. A blue button labeled "Back to Event" is in the top left. The "Unit Members Info" section shows a "Total: \$0.00" and a green "+ ADD SCOUT" button.

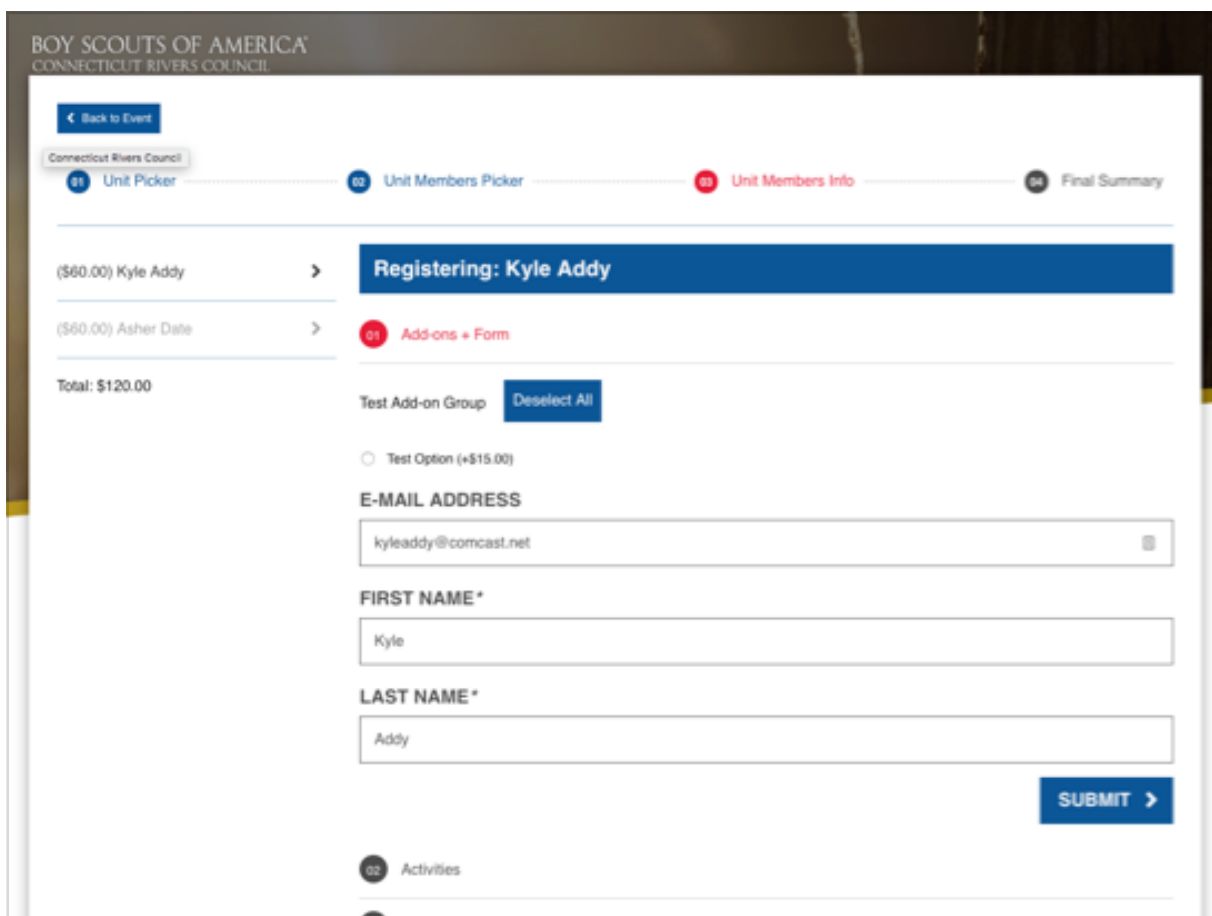


IN CONTINGENT REGISTRATION

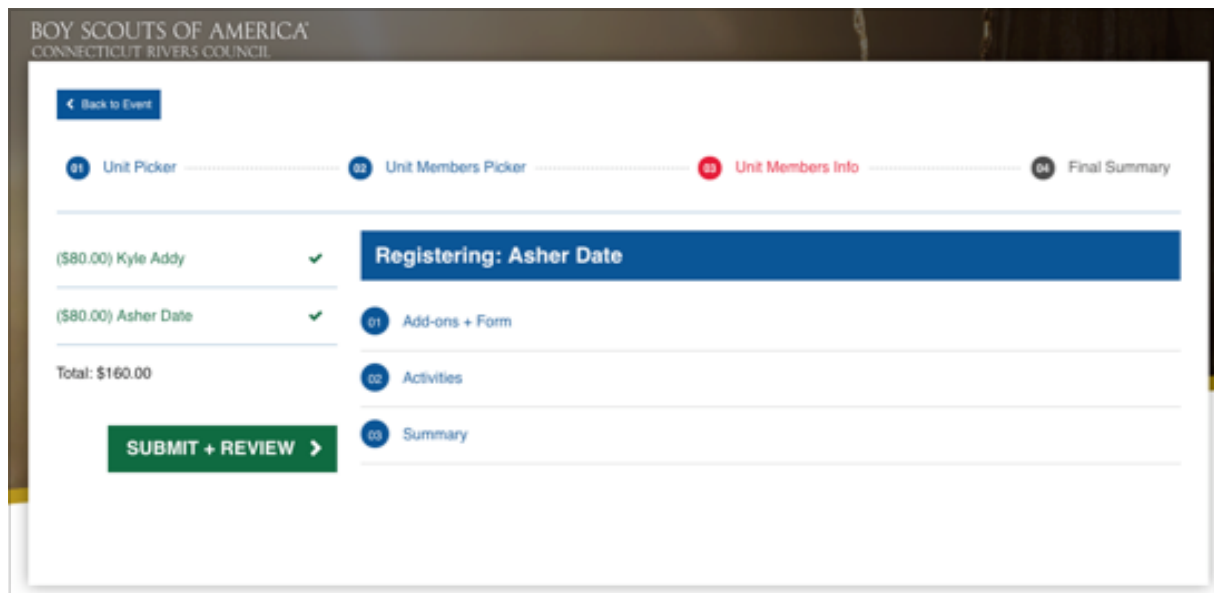
6. If you selected in council contingent, the next step you'll see is a unit members picker. You'll want to select any leaders and scouts in the contingent that you wish to register.



7. During the next step, you'll select add-ons, fill out the user form, select activities, and review summary for each leader/scout you selected in the previous step.



8. Once all leaders / scouts are complete, you'll see a "SUBMIT + REVIEW" button appear. Click this to move on to the final summary page.



BOTH IN COUNCIL AND OUT OF COUNCIL

9. The next step is a summary step, and lets you review your order before adding it to the cart. Review the info, then click the "Next" button to add the registration to the cart.

Join Districts Programs Camping Calendar About Donate Training Store

BOY SCOUTS OF AMERICA
CONNECTICUT RIFLE COUNCIL

Unit Picker Unit Members Picker Unit Members Info Final Summary

Unit: Pack - 114 (Pack 114)

Kyle Adley
Scout Total: \$80.00

TEST CONTINGENT
Price: \$60

Add-Ons:
Set: Test Add-on Group
Test Option (+\$15.00)

Activities:
Test Activity (+\$5.00)
Test Session
(01/25/2018 06:00pm - 08:50pm)

SCOUT TOTAL: \$80.00

Asher Date
Scout Total: \$80.00

TEST CONTINGENT
Price: \$60

Add-Ons:
Set: Test Add-on Group
Test Option (+\$15.00)

Activities:
Test Activity (+\$5.00)
Test Session
(01/25/2018 06:00pm - 08:50pm)

SCOUT TOTAL: \$80.00

UNIT FEE: + \$15.00

FINAL TOTAL: \$175.00

ADD TO CART ADD TO CART AND REGISTER ANOTHER

Newsletter
Enter Email Address
Sign Up

Contact
60 Darin St, East Hartford, CT 06108
Phone: (860) 913-2700
Send Us a Message

Quicklinks

- Help
- Resources & Forms
- Certificate of Insurance
- Unit Resources
- Training

Facebook Twitter YouTube

- Now your registration order will appear in the cart, and you can continue through the checkout funnel with your preferred payment.

Cart

Your Cart

Item List	Description	Amount Per	Quantity	Total Price	Amount Due
Test Tech - Basic Registration - Demo Event Selected Options: 1 x Test Activity - Test Session (+\$5) 1 x Test Option (+\$15)		\$40.00 +options	1	\$40.00	\$40.00 +options
Kyle Addy - Test Contingent - Demo Event Selected Options: 1 x Test Activity - Test Session (+\$5) 1 x Test Option (+\$15)		\$40.00 +options	1	\$40.00	\$40.00 +options
Asher Cole - Test Contingent - Demo Event Selected Options: 1 x Test Activity - Test Session (+\$5) 1 x Test Option (+\$15)		\$40.00 +options	1	\$40.00	\$40.00 +options
Test Contingent - Demo Event Unit Fee		\$15.00	1	\$15.00	\$15.00 +options
				SUB TOTAL:	\$235.00
				TOTAL:	\$235.00
				AMOUNT DUE NOW:	\$235.00

Empty Cart

Checkout

Discount Code Apply

Newsletter

Enter Email Address

Sign Up

Contact

60 Darin St, East Hartford, CT 06108
Phone: (860) 913-2700

Send Us a Message

Quicklinks

- Help
- Unit Resources
- Resources & Forms
- Training
- Certificate of Insurance

