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## 2024 Summer Rec Registration Instructions

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### Log in to account or create a new account:

1. Click **“Log In/Create Account”** to login to account or to create a new account.
  - a. Click **“Forgot Password”** if you have previously registered for summer rec or any other parks event online but do not remember your password.
  - b. Click **“Create Your NC Parks Account”** if you have never registered online.
    - α. Enter the following information:
      1. First Name
      2. Last Name
      3. Date of Birth
      4. Gender
      5. Phone Number
      6. Street Address (P.O. Boxes are not allowed)
      7. Zip Code (City and State will be autogenerated based on the zip code)
      8. Email address
      9. Password
    - β. Click **“Next Step: Other Account Members”**
    - χ. Click **“Add Account Member”**
    - δ. Enter the following information:
      1. First Name
      2. Last Name
      3. Date of Birth
      4. Gender
    - ε. Repeat for any other account members needed.
    - φ. Click **“Save and Close”**

### Registering for 2024 Summer Rec:

1. Click on the Summer Rec Catalog tab.
2. Click on Catiague Summer Rec or Wantagh Summer Rec
3. Select all account members to be registered and click **“Add to Cart”**
4. Click **“Checkout”**
5. **Checkout Process:**
  - a. **Attachments:**
    - α. Click **“View/Print”** next to each of the forms to download them.
      1. 2024 Camper Emergency Contact Form
      2. 2024 Camper Medical Form
      3. 2024 Camper Profile Form
    - β. Click **“Confirm attachments”**
  - b. **Prompts:**
    - α. Enter the number of extra shirts you would like to purchase. Enter “0” if you do not want any extra shirts besides the free one.
    - β. Select the size of the shirt.

