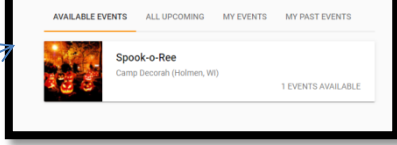


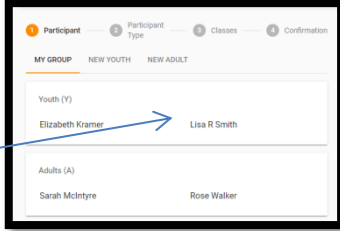
Here's how to register for the Spook-o-ree event:

Go to [www.gatewayscouting.org/Spook-o-reeRegister](http://www.gatewayscouting.org/Spook-o-reeRegister)

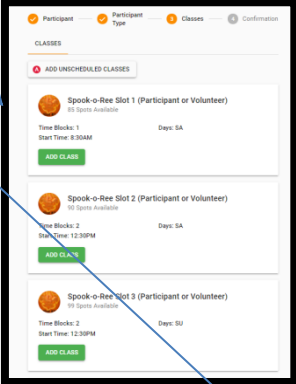
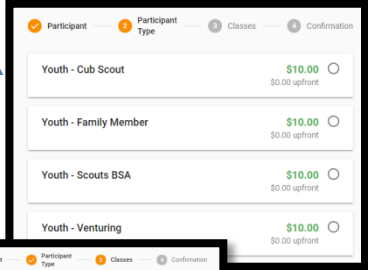
1. Click on the red Reserve Today button
2. Login to your account
3. Click on Go to Events
4. Click on Spook-o-ree, then choose Spook-o-ree again
5. Click on then click on green REGISTER FOR EVENT button



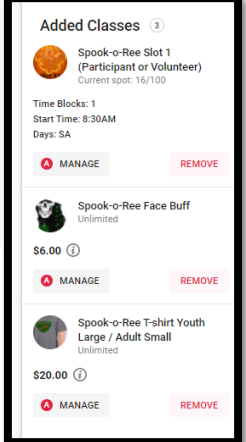
6. FOR EACH PARTICIPANT, you need to register each youth or adult by name.
7. Choose the participant name (youth or adult). If they are not in the group, choose NEW YOUTH or NEW ADULT
8. Choose participant type (Cub Scout, Family Member, Scouts BSA, or Venturing for Youth) or Adult



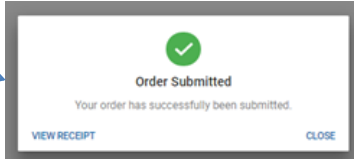
9. Choose classes:
  - Choose the time slot (either to participate in if Cub Scout or to volunteer at if a BSA Scout)
  - Add a Face Buff, a Sweatshirt, or a T-shirt



10. When done adding the options, choose COMPLETE
11. Enter your other participants. Each one can choose a different time slot if they want.



12. When you are done adding participants, you MUST CHECKOUT and PLACE ORDER to reserve your spots. You can pay at the time of registration or later, but you need to CHECKOUT and PLACE ORDER to complete your registration. You should see the ORDER SUBMITTED screen.



13. By October 9<sup>th</sup>, please pay online with credit, debit, or eCheck, or pay at council office