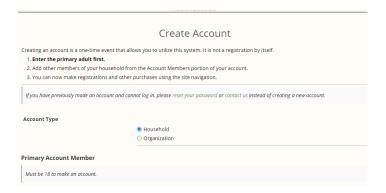
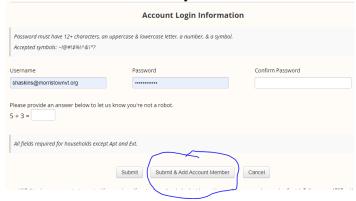
Morristown Summer Recreation Camp Program

Entire Summer Enrollment Process

Start by creating a primary adult account for your household on: https://morristownvt.myrec.com



Add additional members to your household to the household account

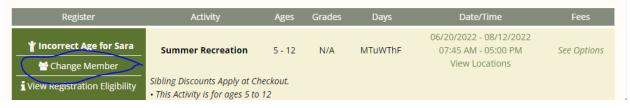


Find the Summer Recreation Camp Program listed in the **program**s tab under the **register** tab



Scroll to the bottom of the Morristown Summer Recreation Program page to register your child

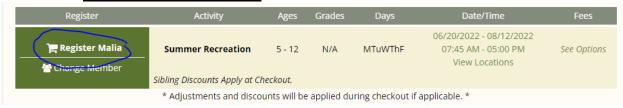
If it is showing parent name and not your child click on **change member**



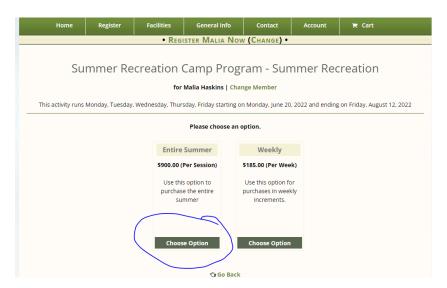
Click on your child's name



Click on the **register** (your child name) button



Click the **choose option** button under entire summer box.



Click continue.

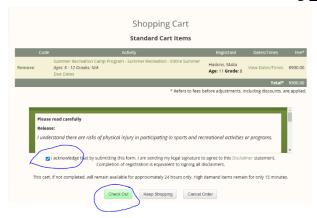


Confirm Dates of enrollment

- If enrolling one child: click **check out** if you are all done and ready to check out.
- If enrolling more than one child: click <u>keep shopping</u> you need to repeat this process from the beginning for each child. Once you have registered all your children click the <u>checkout button</u>.



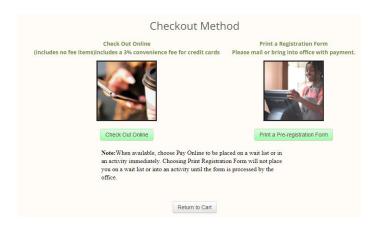
Make sure to check the disclaimer box before clicking check out



Complete all the necessary enrollment forms.

Payment Methods

You now have the choice to **checkout online** or **print a registration form** and pay later.



Checking out online

Use a credit/debit card (includes a 3% convenience fee) registers you immediately if paid in full.

Click on check out online button.

You have the option of making a \$50 non-refundable deposit, a larger deposit or paying the bill in full.

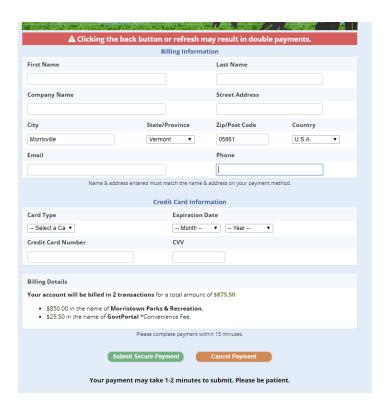
Enter the amount you wish to pay and click continue.



The following **review invoice** screen appears.



Click on continue to credit card form.



Enter your card information and click on submit secure payment.

You are now pre enrolled if you made a deposit or fully enrolled if you paid in full.

Don't forget that if you only made a deposit that payment is due in full by June 20, 2022.

Printing a registration form and paying later

If you choose this method than you will not be registered until payment is received in full.

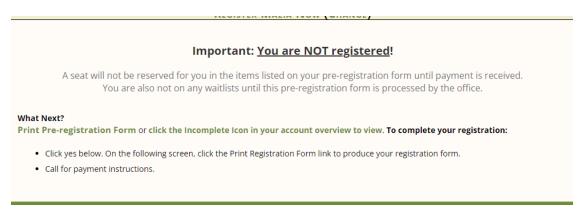
Mail form with check to: Town of Morristown PO Box 748 Morrisville, VT 05661

Bring form and payment to:
 Morristown Town Clerk's Office at 43 Portland Street.
 You can pay by check, cash or card (convenience fee applies).
 Note: this is the ONLY way to pay by cash.

The following screen appears once you click on print a registration form:



Choose yes.



You will still need to pay by check, cash or credit card at the Town Clerk's Office. In order to received Entire Summer discount account balances need to be paid in full by Monday, June 20, 2022.