



Dear Parents,

Registration looks different this year! In our efforts to make things more efficient and secure, we will be using CampDoc for our registration program. CampDoc site is secure, encrypted, and password protected. You can find additional information about CampDoc privacy and security information at www.docnetwork.org/security.

The first time you use CampDoc there are some added steps, but using this system means that in the future, things will be much simpler, including saving your registration details from the past so you don't have to re-enter it as often! Please follow the instructions below and let us know if you have any questions.

****Note: VBS Registration opens at 12pm MST Tuesday, May 18 and closes at 12pm MST Monday, July 12 or when full.****

Returning CampDoc Users

- Click our customized link (app.campdoc.com/register/broomfieldunited)
- In the **Email** box, type the *email address* you have used for CampDoc registrations in the past.
- In the **Password** box, type the password previously created.
- Click the **LOG IN** button.
- If you forget your password, type your *email address* and click the "**Forgot Your Password**" button.

New CampDoc Users

To create a new account

- Click our customized link (app.campdoc.com/register/broomfieldunited)
- Click the **SIGN UP** button.
- In the **Email** box, type your *email address*.
- In the **Password** box, type the password that you want to use.
- Click the **CONTINUE** button.
- Follow the instructions, to create your profile and complete the Health Profile for each of your participants.

Be sure you finish registering and paying for each child before adding another Participant using the button on the left. As you add each of your children you may see multiple registration options available to them, based upon their age. Camp Adventure Buddies is a Summer Camp program hosted by the Church this year, feel free to learn more about that [here](#). The VBS registration option will be available from May 18, 2021 at 12pm MST until July 12, 2021 at 12pm MST or until the program is full. **Your space will not be reserved unless payment is received when you register (please do not leave the software until you have paid, or the spot will be released).** With limited availability this year, we know that not everyone will get a spot, please join the waitlist if you're interested in hearing from us if a spot opens up.

After your payment is received, you can return to app.campdoc.com at any time before the deadline to finish the forms and questions. All forms and questions **must be completed by July 12th at noon** or your space will be given to a waitlist child. Required questions will be marked with an *** and outlined in red**. Upload any required documents to your CampDoc account. If you're on a phone/tablet, you can take a picture to upload the document. You can switch between children in your household using the left column then clicking "Health Profile" to view the status of each child's required steps on in the right column (a red dot means incomplete, green checkmark means complete).

Be sure to add noreply@campdoc.com to your address book and/or safe sender list to avoid accidental delivery to junk and spam folders. We don't want you to miss important notices about our program!

Please note that CampDoc supports the current and previous major releases of [Chrome](#), [Firefox](#), [Microsoft Edge](#), and [Safari](#) which provide improved security and performance for health information. For additional assistance, you can navigate to support.campdoc.com or contact our Support Team at support@campdoc.com or 734-636-1000.

We are excited to welcome children back into the church for VBS and look forward to learning and growing with your children!

We can't wait to see you this summer,

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