

**Troop 93 will be using TroopMaster and PayPal for ALL activity registrations. Doing so will greatly simplify the registration and payment process for all Scout families and will also make tracking registrations and payments much easier for the Troop Leadership. To register for activities, EVERYONE will need:**

1. Access to TroopMaster. Usernames and passwords will be sent to all Scouts and leaders upon completed registration to Troop 93. If for some reason you do not have this information, please contact Mark Stookey, ASM/Committee Chair IMMEDIATELY to assign your credentials.
2. A PayPal account. PayPal accounts are free and can be obtained at [PayPal.com](https://www.paypal.com). They can be linked to either a bank account or a credit card, or both. If you do not have a PayPal account, please sign up for one ASAP.

Troop 93 will use this registration system for all events beginning January 2017

This is how to register for that campout. Each individual (Scout and adult) should register separately using his or her own TroopMaster ID and Password.

1. Log in to TroopMaster using your userid and password, following the instructions sent earlier.
2. Select Activity Management.
3. From the list of activities, find "Horseshoe January" and click "view."
4. At the top of the dropdown that appears, select "Registration."
5. At the bottom of the registration menu, click on "Click Here to Register for this Event."
6. An RSVP menu will appear; click "Yes, No, or Maybe."
7. If attending, click on the PayPal icon at the bottom of the RSVP menu to pay using PayPal. There is a different icon for Scouts, Registered Leaders, and Unregistered adults, as the fees are different.

**ALL REGISTRATIONS AND PAYMENTS SHOULD BE COMPLETE ON THE THURSDAY, 8 DAYS BEFORE THE EVENT, SO THAT PATROLS CAN PURCHASE FOOD.**