

Membership must be current and active for the entire duration of enrollment of camp to sign up for Camp Trips.

General Membership Information

- 1.) **Memberships are Non-Refundable.** The cost is \$40 for the first child and \$30 for each additional child within the same household.
- 2.) Memberships are valid one year from the day of payment and/or the membership form is received.
- 3.) Memberships will be updated by 11:00 AM the following business day if processed online. Business days are Monday-Friday

How to: Create a Parent Portal Account

- 1.) Go to parentportal.bgccclifton.org, click "New User" button, and fill in parent/guardian email, create a password and security question and answer. Once your information is in the system, check your email link to validate and activate your account.
- 2.) Follow the verification link, log in using the email and previously created password.
- 3.) Complete/fill the parent/guardian information and household information.

How To: Add Children as Members

This must be done for each and every child. (4 years old and up ONLY).

- 1.) Navigate to "Profile" tab then scroll down to "Add New Member."
- 2.) Complete member information. Repeat Step 1 and 2 for each child you would like to enroll in a Program/Trip.

How to Pay for Trips/Membership

- 1.) Click on Enroll tab at the top of the page.
- 2.) Using the black down arrow:
- 3.) Select the member you wish to pay/renew membership
- 4.) Select the Club/Unit: "Boys & Girls club of Clifton"
- 5.) Select "Trip you would like your child to attend", Or "Youth Annual Membership (1st Child)"
- 6.) Scroll down, click "continue to step 2," and then add to cart.
- 7.) If you would like to add more trips click continue shopping and repeat step 1 and 2, then select "Trip you would like your child to attend", Or "Youth Annual Membership (Additional Child)" and proceed to check out.
- 8.) Enter your payment information.
- 9.) Carefully read and accept our Terms and Conditions Agreement.
- 10.) Click Pay: \$Amount owed for trips.

Make sure you get a confirmation email. If you do not receive an email your children may not be signed up for trips.

Please call Tara at 973-773-2697 ext. 127

Trips in shopping cart are not guaranteed until payment is made.