How to Register Children with Gunstock

USE THE LINK!	The link your coordinator provided allows you to purchase Outreach Products under your local group.	**ATTENTION:** Your Products will be refunded if your child's registration is not approved by your local Coordinator
STOP!	**Do Not Log in As Your Child**	**STOP!**
SIGN IN WITH USERNAME	If you already have an account, sign in using your USERNAME. If you have forgotten your USERNAME or PASSWORD, please use the tools for retrieving them located at the bottom right of the Returning Customer Box. If you do not have an existing account, please skip down to **Register As New Customer** to follow the instructions on how create a new account.	**RETURNING CUSTOMER** USERNAME: dsleeper@gunstock.com PASSWORD: •••••••••• ☐ Remember me? Forgot username? Forgot password? **LOG IN**

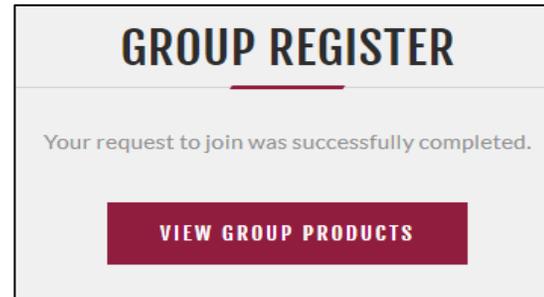|		
Sign In or Register Using RFID Code	If you have an RFID Card, use it to sign in or create your account. **Do not use your child's RFID Card #**. Scroll to the bottom of the Sign in Page. Click on RFID Code. Simply type in your RFID Code and click on the Search button. Make sure all Fields are complete under "YOUR PERSONAL DETAILS" located just below the RFID Code box.	
Register As New Customer ⇒	To create an account, click on the New Customer Box on the left side of the Sign In page. Complete all the fields under "YOUR PERSONAL DETAILS". *Every child MUST be linked to a parent/guardian account, <u>so you must create your own account.</u> **DO NOT** use your child's information to create a new account! If your child does not have an account, it will automatically be created when you begin the purchase process for the Outreach Products.	

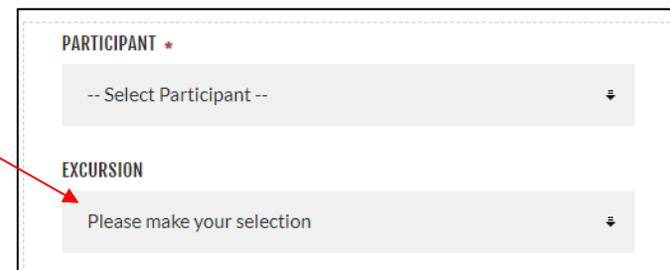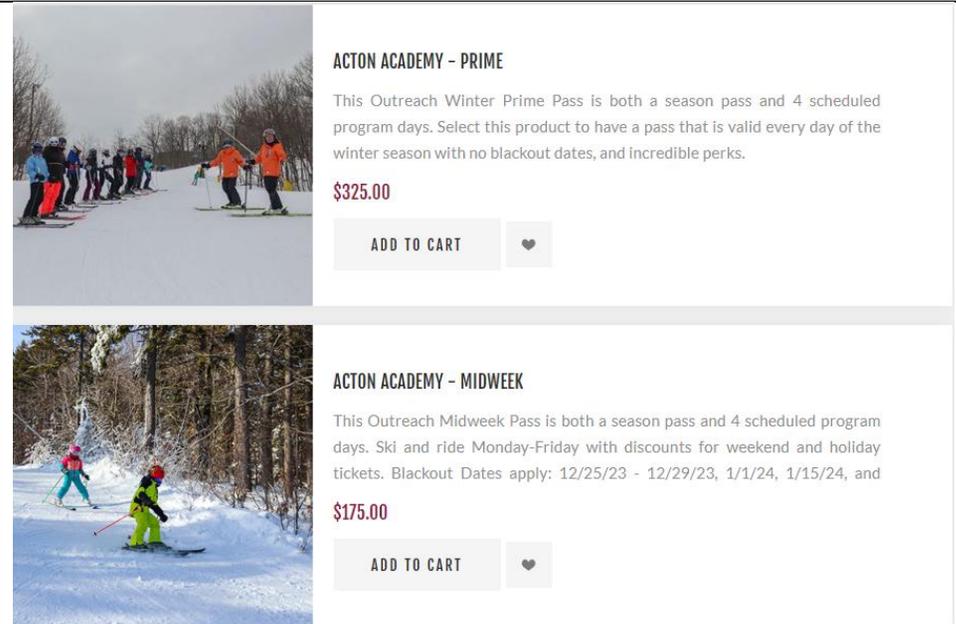|		
VIEW GROUP PRODUCTS	On the next screen, click the "VIEW GROUP PRODUCTS" Button. Please be patient after clicking this button, as the next screen can take some time to load.	**GROUP REGISTER** Your request to join was successfully completed. **VIEW GROUP PRODUCTS**
SELECT A PASS	Each Outreach participant can choose between a Midweek pass or an unrestricted Prime pass. Click on the pass of your choice. On the pass page, click on your child's name in the "PARTY MEMBER" drop-down. If your child's name is not on the list, click "Add New Party Member…" (see instructions below on how to Add A New Party Member). *Please be sure to click on your group name in the "OUTREACH GROUP SELECTION REQUIRED" drop-down. Complete All fields on the Pass Product Page. Remember: your child's Outreach pass can be used all season long!	**ACTON ACADEMY – PRIME** This Outreach Winter Prime Pass is both a season pass and 4 scheduled program days. Select this product to have a pass that is valid every day of the winter season with no blackout dates, and incredible perks. **$325.00** ADD TO CART ♥ **ACTON ACADEMY – MIDWEEK** This Outreach Midweek Pass is both a season pass and 4 scheduled program days. Ski and ride Monday-Friday with discounts for weekend and holiday tickets. Blackout Dates apply: 12/25/23 - 12/29/23, 1/1/24, 1/15/24, and **$175.00** ADD TO CART ♥ **PARTICIPANT** * -- Select Participant -- **EXCURSION** Please make your selection

Add New Party Member

If your child has **never** visited Gunstock, click the "I Don't Have a Pass" button and type in the required information to create a record for your child.

If your child has skied or snowboarded at Gunstock in the past few years, they already have a guest record.

- If you have a Gunstock RFID card with your child's name on it, use the code on the card to look up your child.

Be sure to select the appropriate relationship in the drop-down selection (usually "Child").

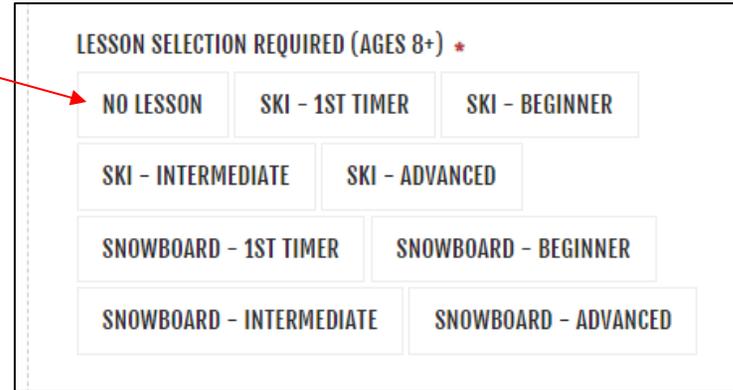|		
ADD LESSON	You must <u>Choose One</u> even if your child is NOT signing up for lessons. *If your child will not be 8 years old by 12/31/23, you must choose <u>No Lesson.</u> <mark>Please refer to the Ski & Ride Ability Chart included in the Outreach Program Student & Family Guide for help making a selection.</mark> You will not be able to checkout without making a selection under lessons and rentals.	LESSON SELECTION REQUIRED (AGES 8+) * NO LESSON SKI – 1ST TIMER SKI – BEGINNER SKI – INTERMEDIATE SKI – ADVANCED SNOWBOARD – 1ST TIMER SNOWBOARD – BEGINNER SNOWBOARD – INTERMEDIATE SNOWBOARD – ADVANCED ADD TO CART FAILED DUE TO FOLLOWING WARNINGS X LESSON SELECTION REQUIRED (AGES 8+) RENTAL SELECTION REQUIRED
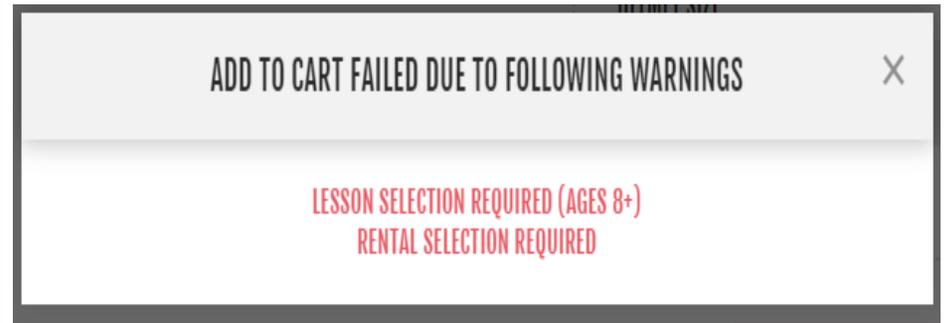
ADD RENTAL	You must <u>Choose One</u> even if your child is NOT signing up for rentals. Complete all rental information fields if your child needs rentals.	**RENTAL SELECTION REQUIRED** * NO RENTAL SKI RENTAL PACKAGE SNOWBOARD RENTAL PACKAGE **SKIER OR SNOWBOARDER** Please make your selection **ABILITY** Please make your selection **SHOE SIZE** Please make your selection **HEIGHT** Please make your selection **WEIGHT** Please make your selection 1 **ADD TO CART**
CHECK OUT & SIGN WAIVERS	Once you completed the Outreach Product selections for each child, click the "CHECKOUT" button. The system will then ask you to confirm your billing address. The next step is Waivers. You will not be able to check out until you have signed the Outreach Waiver. Click Read and Sign. You must type your name here and type "I agree" here Then click Confirm and complete checkout.	**CART ADDRESS WAIVERS PAYMENT** **WAIVERS** S OUTREACH 22/23 You must sign this ■ Email signed waivers when order is confirmed ■ Email pending waivers to participants when order is confirmed **READ AND SIGN** **NEXT** **PARTICIPANT:** ▮ **SIGNEE:** ▮ **ENTER NAME** ▮ ▮ * **ENTER TEXT 'I AGREE' TO CONFIRM:** I AGREE * **CLOSE** **PRINT** **CONFIRM**