

1

From the Document Center click Upload Document



Document Center

Please only upload each document ONCE. It will need to be approved by an administrator before it displays in your account.

UPLOAD DOCUMENT



2

Scroll to the section labeled with your camp and click the document you want to upload

Blown Away

Blown Away Camper Medical Form

Immunization Records

Insurance Card (Back)

Insurance Card (Front)



3

Select your child's name from the list of people in the account

4

Click Browse & select the correct file

Upload

Choose file...

Browse

Maximum File Size 50 MB



5

Click Upload Document

6

Repeat until all documents have been uploaded