

Insurance Cards/Immunization Record Upload

We need a copy of the front and back of your insurance card for each child AND up-to-date immunization record.

To upload your file, first scan or take a picture of the front and back of your card and save it as a .jpg or .pdf file.

Log into your account and go to the “hamburger menu” in the top left corner.

Choose the “Document Center” option.

You need to upload 2 different documents for each camper.

- 1) Click on the link for Insurance Cards.
- 2) Click on the link for Immunization Records.

Click the Browse button to find the file on your computer.

Once you have selected your file, click the Upload Document button.

You will receive a message at the top of the screen that your action was completed successfully.

PLEASE upload a copy of your insurance card for EACH person attending camp even if it is the same card for all.

If there are no changes to a past Immunization Record you do not need to upload it again.

Thank you!