

SUMMER GAMES 2025 – SIMPSON PARK CAMP
ULTRACAMP ONLINE FORMS INSTRUCTIONS

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1. Overview

Background

If you have received this note, your camper is registered for Summer Games Camp this year. In previous years, we’ve done the entire registration process on paper, including all health forms, waivers, etc. In effort to modernize and reduce paper, we are doing *part* of the process using an online system this year (and perhaps next year will move entirely online). Simpson Park has an online registration system called “Ultracamp”, which is used for other youth programs there and by many other camps across the country. Ultracamp is a secure, HIPAA-compliant system that should make it easier to complete registrations, maintain and access medical or contact info in case of emergency, etc.

We have created an initial user account for you on the system and pre-entered your camper’s registration form. We’re asking you to logon to the system and complete additional forms. This document will walk you through the process.

Support – What to do if you need help

If you should have any issue at all with this online system, please summergames.mi@gmail.com or call Tim Ryckman at 248-321-9959. Or for any other registration questions feel free to call Melissa Meyer at 616-581-0093.

Web address link – How to get to the system

Here is the link to the Ultracamp system:

<https://www.ultracamp.com/clientlogin.aspx?idCamp=1195&campcode=SPC&lang=en-US>

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2. Logging on for the First Time; Username and Password

If this is your first time logging on to Ultracamp, your username and password have been set for you.

- **Username is your e-mail address**
(the same one we sent this message to - all lower case)
- **Password is your first and last initial and your phone number**
(the one use used at registration - all lower case and no dashes or spaces, like tr2483219959)

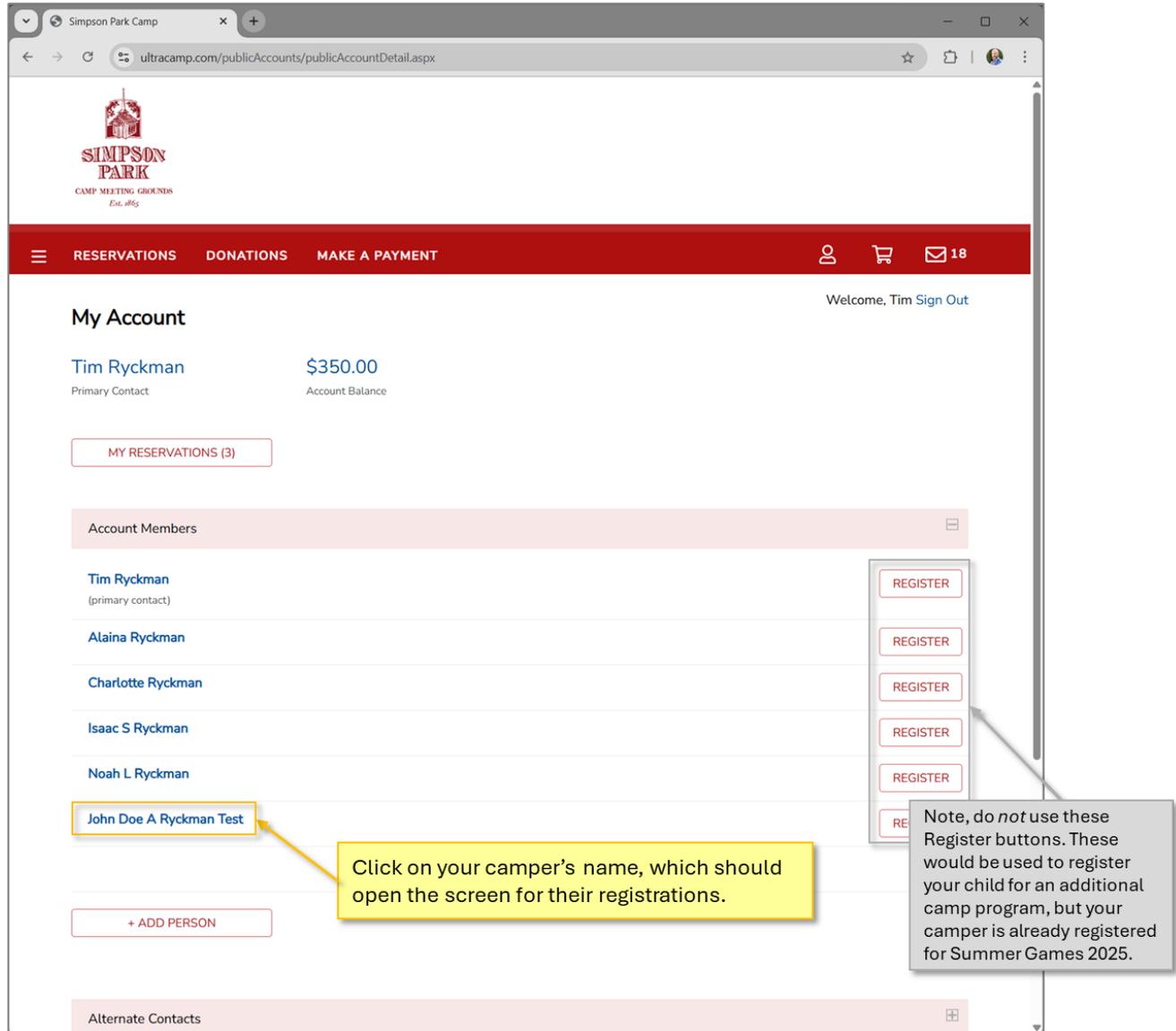
Note: you can change your password after you logon, but it's not required to do so.

The screenshot shows the login page for Simpson Park Camp. The page title is "New or Returning User". Below the title, there is a note: "For new users, sign up first as the parent/guardian followed by camper information". The login form has two input fields: "Username / Email:" and "Password:". Both fields are marked as "required". Below the fields are two buttons: "LOG IN" and "NEW USER". A link "Forgot your login information?" is also present. Two yellow callout boxes provide examples: the first points to the Username field and states "Initial Username is your e-mail address all lowercase. For example: • tryckman@gmail.com"; the second points to the Password field and states "Initial Password is your first and last initial followed by your phone number, all lower case with no spaces or dashes. For example, my name is Tim Ryckman and phone number (248) 321-9959, so my initial password would be: • tr2483219959". The page footer includes a language dropdown set to "English", links for "Contact Us", "Privacy Policy", "Refund Policy", and "Frequently Asked Questions", the address "70199 Campground Road - Romeo, MI 48065", and the Simpson Park Camp logo.

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3. Steps to Complete the Forms

Step 1. Click on your Camper's Name



The screenshot shows a web browser window with the URL `ultracamp.com/publicAccounts/publicAccountDetail.aspx`. The page header includes the Simpson Park Camp logo and navigation links: RESERVATIONS, DONATIONS, and MAKE A PAYMENT. The main content area is titled "My Account" and displays the user's name "Tim Ryckman" and account balance "\$350.00". Below this, there is a section for "Account Members" with a list of names: Tim Ryckman (primary contact), Alaina Ryckman, Charlotte Ryckman, Isaac S Ryckman, Noah L Ryckman, and John Doe A Ryckman Test. A yellow callout box points to "John Doe A Ryckman Test" with the text: "Click on your camper's name, which should open the screen for their registrations." To the right of the list, there is a vertical column of "REGISTER" buttons. A grey callout box points to these buttons with the text: "Note, do not use these Register buttons. These would be used to register your child for an additional camp program, but your camper is already registered for Summer Games 2025." At the bottom of the list, there is a "+ ADD PERSON" button and a section for "Alternate Contacts".

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Step 2. Edit Bio Information (if it's incorrect)

ultracamp.com/publicaccounts/publicpersondetail.aspx?idCamp=1195&campcode=SPC&lang=en-US&idperson=9415962

SIMPSON PARK
CAMP MEETING GROUNDS
Est. 1865

RESERVATIONS DONATIONS MAKE A PAYMENT

Welcome, Tim Sign Out

John Doe A Ryckman Test

(248) 321-9959 Primary Phone Male Gender

12/31/2011 Birthdate 7th Today's Grade

[EDIT MY BIO INFORMATION](#)

Note: because we didn't collect all your camper's biographical info (like birthdate) in the paper form, we may have placeholder/incorrect data here. You're welcome to click "Edit My Bio Information" to update it, but it's not necessary.

Reservations My Forms Medications Membership

English

Contact Us Privacy Policy Refund Policy Frequently Asked Questions

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SIMPSON PARK
CAMP MEETING GROUNDS
Est. 1865

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Step 3. Click on “My Forms”

The screenshot shows a web browser window with the URL `ultracamp.com/publicaccounts/publicpersondetail.aspx?idCamp=1195&campcode=SPC&lang=en-US&idperson=9415962`. The page header includes the Simpson Park Camp logo and navigation links: RESERVATIONS, DONATIONS, and MAKE A PAYMENT. The user is identified as John Doe A Ryckman Test, with contact information: (248) 321-9959, Male, and tim@ryckmansolutions.com. A yellow callout box with an arrow pointing to the 'My Forms' button in the sidebar contains the text: "Click on My Forms, which should expand this bar to show all of the forms to complete." The sidebar also includes buttons for 'EDIT MY BIO INFORMATION' and 'Reservations', 'Medications', and 'Membership'.

English

Contact Us Privacy Policy Refund Policy Frequently Asked Questions

70199 Campground Road - Romeo, MI 48065

SIMPSON PARK
CAMP MEETING GROUNDS
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Step 4. Click on Each Form to Update/Complete It

The screenshot shows a web browser window with the URL `ultracamp.com/publicaccounts/publicpersondetail.aspx?idCamp=1195&campcode=SPC&lang=en-US&idperson=9415962`. The page header includes navigation links for RESERVATIONS, DONATIONS, and MAKE A PAYMENT, along with a shopping cart icon and a notification bell showing 18 items. The user's name is John Doe A Ryckman Test, and the welcome message says "Welcome, Tim Sign Out".

Profile Information:

- Primary Phone: (248) 321-9959
- Gender: Male
- E-mail Address: tim@ryckmansolutions.com
- Birthdate: 12/31/2011
- Today's Grade: 7th

Buttons: EDIT MY BIO INFORMATION, Print icon

Reservations: [Grid icon]

My Forms: [List icon]

Form Title	Status	Updated	Action
Summer Games T-shirt and Bunk Buddy Request	Incomplete	Updated 5/14/2025	Print icon
Summer Games HIPAA	Incomplete	Updated 5/14/2025	Print icon
Summer Games Medical History Record	Incomplete	Updated 5/14/2025	Print icon
Summer Games Camper Release/Pickup Information	Incomplete	Updated 5/14/2025	Print icon
Summer Games Parent/Guardian Authorizations	Incomplete	Updated 5/14/2025	Print icon
Summer Games Camper Covenant	Incomplete	Updated 5/14/2025	Print icon

Buttons: COMPLETE A NEW FORM