

## **CAB Sports, LLC**

### **How To Use Your Active Network Registration Account**

Dear Parents,

Here is a step-by-step guide to help you use our online registration system. Through your account, you can make payments, update payment information, upload the required health documents and camper pictures, input flight information, and edit personal camper and parent information.

If you have any questions or problems, please contact me in the office.

Respectfully,

Charlie Bour  
Camp Director  
CAB Sports Camps  
[www.cabsports.org](http://www.cabsports.org)  
585-355-7334

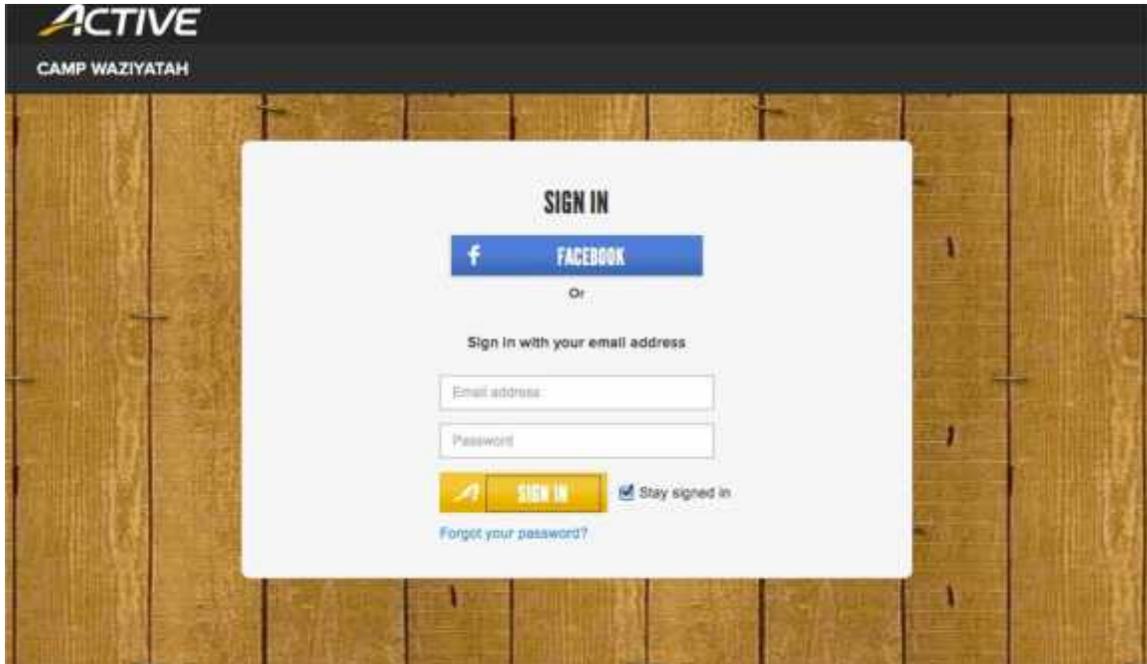
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## Access Website Login

To get to your log in page, Click this link:  
<https://campsself.active.com/cabsportsllc>

After you click on online account, your web browser will open automatically to the log in page.



Use your email address and password that you created to register and sign in. If you forgot your password, you can click on the recovery link below that says *Forgot your password*

After you log in, you will be brought to your home page.

**WAZI 2016 CAMP SESSIONS**

**BALANCE** **\$100.00** **PAY BILL NOW**

Remaining balance **\$100.00**  
[View Bill Details](#)

**CONTACT INFORMATION**

Visit Website  
Call 207-583-2267  
[Send Email](#)

**REGISTER FOR MORE PROGRAMS**

**\$100.00** **PAY NOW**

[View Details](#)

**Health Information** **FILL OUT FORM**  
Due 8/9/2016 *Required*

**Flight Information** **FILL OUT FORM**  
Due 6/1/2016  
[Show Instructions](#)

**Camper Physician's Form** **UPLOAD FORM**  
Due 6/1/2016 *Required*  
[Download Form](#) | [Show Instructions](#)

**2016 Checklist - Required - No need to send this in. Just keep it for your planning.** **UPLOAD FORM**  
Due 6/1/2016  
[Download Form](#) | [Show Instructions](#)

**PARENT/GUARDIAN INFORMATION** [Add A Secondary Parent](#)

[Edit Information](#)

**COMMON QUESTIONS**

**Who is Active.com?**  
ACTIVE.com is the leading online community for people who want to register for activities such as marathons, triathlons, swim meets, and camps; interact with others who have similar interests; start online training programs; and access nutrition, fitness and training tips.

**How do I change my registration?**  
To make changes to your registration, contact your event organizer. You may also be able to register for more sessions by clicking the Register now button.

On your home page, you will be able to view and pay your remaining balance, upload the necessary forms, add a picture for your camper and edit your camper's personal information, as well as your own.

## Upload Camper Photo

To upload a photo, click on the gray square next to your camper's name.

**REGISTRANTS**

	<p>XXXXXXXXXX XXXXXXXX</p> <p><a href="#">Edit Registration Form</a></p>	
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Then, select a picture to upload.

**UPLOAD PARTICIPANT PHOTO** **REQUIRED**

Please upload a headshot or photograph of the following participant.

XXXXXXXXXX XXXXXXXX

SELECT PHOTO

**SAVE**

[Cancel](#)

You'll have a chance to crop it to the proper size. Then, click "Save."

## UPLOAD PARTICIPANT PHOTO

REQUIRED

Please upload a headshot or photograph of the following participant

Participant Name



The image shows a photo upload interface. On the left, there is a preview of a photo of a man in a blue polo shirt. The photo has a dashed white border, indicating it is being edited. Below the photo are three icons: a left arrow, a right arrow, and a trash can. To the right of the photo is a yellow 'SAVE' button and a blue 'Cancel' button.

## Update Camper or Parent Personal Information

It's important to have the correct personal information for our campers (age, grade after camp, health information, etc.) and parents (contact phone numbers and email addresses). To make changes to any personal data, on your home page, click on *Edit Registration Form* for the camper, or scroll down to the bottom to update parent information, or add a secondary parent. Don't forget to save any changes by clicking "save."

## Making a Payment

To make a payment, click on either of the orange buttons that say *Pay Now*. From there, you'll have a chance to enter and store your card information for payment.

The screenshot displays a payment portal for 'WAZI 2016 CAMP SESSIONS'. It is divided into several sections:

- BALANCE:** Shows a remaining balance of \$100.00 with a yellow 'PAY BILL NOW' button. Below this, it lists 'Remaining balance \$100.00' and a 'View Bill Details' link.
- CONTACT INFORMATION:** Includes links for 'Visit Website', 'Call 207-583-2267', and 'Send Email', along with a blue 'REGISTER FOR MORE PROGRAMS' button.
- REGISTRANTS:** Lists a registrant named 'ZzzTESTcarl ZzzTESTcarl' with an 'Edit Registration Form' link and a calendar icon.
- REMAINING BALANCE:** A summary section showing 'REMAINING BALANCE \$100.00' with a yellow 'PAY NOW' button and a 'View Details' link.

Through this portal, you'll only be able to make payments using a Visa or a MasterCard, so if you want to pay with a check, please contact the us to let us know. Also, you won't be able to set yourself up on a payment plan through the portal, but we can help you do that. Be sure to have your card number ready when you call.

# Upload Health Documents

Providing health documents is mandatory in order for your child to attend camp. Download our necessary forms, print them out, and bring the medical forms to your child's doctor. Then you'll need to scan it and click *Upload Form* to submit it.

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**PARENT/GUARDIAN INFORMATION** [Add A Secondary Parent](#)

[Edit Information](#)

## **Contact Us**

If you have any further questions or need to make changes to your registration, please contact us.

### **Charlie Bour - Camp Director**

Phone: 585-355-7334

Email: [cabsportscoaching@gmail.com](mailto:cabsportscoaching@gmail.com)