

Camp Staff Reunion

June 7, 2025

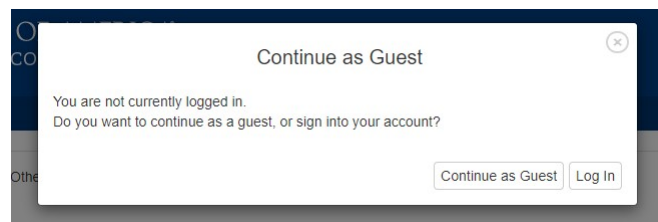
How to Register Online via BlackPug (Step-by-step)

For those not familiar with it, the BlackPug registration portal is often less than intuitive. This step-by-step guide should help you navigate the site and register with ease.

1. Navigate to the event registration site with your browser > <https://scoutingevent.com/553-2025campstaffreunion>



2. Click the green “Register” button.
3. A window will pop up (if it does not, it may be that it is blocked by a pop-up blocker in your browser, which you can disable) asking if you want to Log In or continue as Guest. Current and active Scouters will likely choose Log In, which auto-populates info like address and phone numbers, but for this example, we will proceed as a guest, so will click “Continue as guest.”
4. This will bring you to the screen shown on the next page with several items listed (scroll past descriptive text to see options):
 - Staff Alumni / Guest: This is for registering participants who will be attending excluding children under 12 and current 2025 Camp Barstow Staff Members. This includes former Camp Staff members and any friends and family attending with them. Drop down to indicate the number attending. Cost is \$22 each.
 - Summer Camp Staff: This is for current 2025 Camp Barstow summer camp staff. There is no cost for 2025 summer camp staff to attend, but they are encouraged to register.
 - Sponsor Camp Staff Member: We are not charging a fee for this event to the current 2025 Camp Staff members who will be at camp and participating in Staff Week, however we certainly have to pay the caterer for their meal. We expect a total of approximately 50 current staff members. While optional, staff alumni are encouraged to consider sponsoring the event and meal for one or more 2025 camp staff members. Cost is \$20 each. Thank you for your consideration.
 - Youth Family Member (Child 3—12): The cost for children attending is \$8 each.
 - Memorabilia ONLY (NOT Attending): If you are unable to attend, but would like to purchase T-shirts or patches, you can do so here.
 - After making your selections, click the green “Register” button.



2025 Camp Staff Reunion

June 07, 2025 10:00 AM: Camp Barstow

[View Pricing](#)

Staff alumni/guest <div>0 ▾</div> Cost: \$22.00	Summer Camp Staff <div>0 ▾</div> Cost: \$0.00	Sponsor Camp Staff Member <div>0 ▾</div> Cost: \$20.00
Youth Family Member <div>0 ▾</div> Cost: \$8.00	Memorabilia ONLY (NOT Attending) <div>0 ▾</div> Cost: \$0.00	

[Register](#)

Registration Closes: Sun 06-01-2025 5:00 PM.

5. After making your selection(s) and clicking the green “Register” button, a screen similar to the one below will appear. Your screen may be slightly different based on the options chosen. For this example, I chose to register a quantity of 2 for “Staff Alumni / Guest” and a quantity of 1 for “Sponsor Camp Staff Member.”

Change Information for Registration Contact

First Name

Last Name

Primary Contact Email

Email

Done

6. First, in the pop up box (pictured above) enter the first name, last name., and email address for the person registering (or if registering multiple people, for the primary registrant then click the “Done” button. This will close the pop up window and make the background form visible (shown on the next page)

Calendar
Event Details
Registration Details

Lookup
Sign In

2025 Camp Staff Reunion
5534408421

Participants
Check Out
Reports

Registration Contact

Clark, Tripp
Checkout Required

Update Information
Autofill

Preview Information
Additional Actions

2 Staff alumni/guest

Staff alumni/guest
Checkout Required
Missing Information

Update Information
Autofill

Regular Price: \$22.00
Balance Due: \$22.00

Staff alumni/guest
Checkout Required
Missing Information

Update Information
Autofill

Regular Price: \$22.00
Balance Due: \$22.00

Check Out Required

Registration closes in 53 days: You have 3 participants that require Check Out. These spots are not held until check out is completed.

Regular Price: \$64.00
Balance Due: \$64.00

Continue

Event Contacts

7. The next box down is to register my 2 “Staff Alumni / Guest” participants. Your number of entries and buttons will vary based on how many people you are registering. For each one, click the “Update Information” button.

8. For each person entered, after you click the associated red “Update Information” button, a pop up window like the one below will appear. You will enter the First Name, Last Name, and Email address of the attendee being registered. You also have a Trading Post option to select a Staff Reunion T-shirt (Be sure to specify size. T-shirts are \$20 for regular sizes and \$22 for plus sizes) and/or purchase one or more 2025 Camp Barstow Staff Reunion patches (large patch, fully embroidered) for \$5 each. To purchase patches, simply enter the number desired. If you are sponsoring a staff member, as I have done, you will also have a red Update Information button. Here you put your name or the person to be listed in the event brochure in our published list of sponsors.

Change Information for Staff alumni/guest

First Name

Last Name

Email Address

Cell Phone

Camp Staff Reunion Shirt

Camp Staff Reunion Patch

First Name

Last Name

Email Address

Cell Phone

Camp Staff Reunion Shirt

Camp Staff Reunion Patch

Select

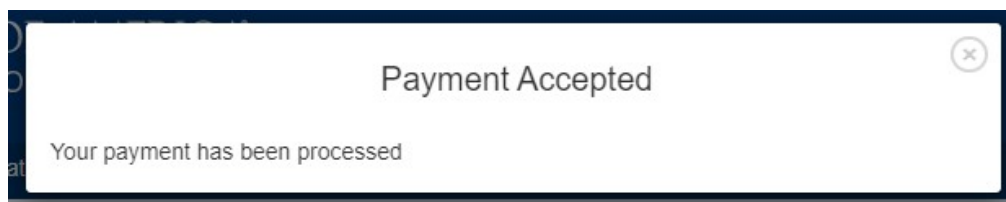
\$5.00 each

Done

9. After entering all information, you will notice that all of the formerly red buttons are now white. Your balance due is displayed on the right, and you have a green “Proceed to Checkout” button. You can go back and make any necessary changes by clicking the appropriate “Update Information” button., When done, click the green “Proceed to Checkout” button.

The screenshot displays a registration summary interface. At the top, there's a navigation bar with 'Calendar', 'Event Details', and 'Registration Details'. Below this, the main content area is divided into sections for different types of registrants. The first section, '2 Staff alumni/guest', lists two individuals: Clark, Melinda and Clark, Tripp. Both are marked as 'Checkout Required' and show their respective regular and balance due amounts. The second section, '1 Sponsor Camp Staff Member', lists Clark, Tripp, also marked as 'Checkout Required' with his balance due. To the right of these sections, a summary table provides a total: Regular Price (\$64.00), Additional Fees (\$35.00), and a total Balance Due of \$99.00. A green 'Continue' button is positioned below the summary table. The interface also includes 'Update Information' and 'Autofill' buttons for each registrant entry.

10. The next screen (above) displays a summary and your balance due and has a green “Checkout” button. In my example above, I registered two people, paid for one sponsorship, and purchased 3 patches and one T-shirt. Click it if correct, or if incorrect, click the “Participants’ tab to go back and make any needed adjustments.
11. The next screen is a Summary and balance with another Green check out button. If everything looks right, click the green checkout button.
12. Check the box at the “I have read and agree to the council policies” clause. This opens a section below to enter payment card information.
13. After entering your payment card information, click the green “Authorize Payment” button at the bottom.
14. You will next see a pop-up window confirming that “Payment Accepted.” Within moments, you should receive a confirmation e-mail from indianwaterscouncil@247scouting.com that also confirms the transaction.



15. You are done!!!
16. If you are unable to register following these instructions, reach out to me using the Form at the bottom of the page at <https://trippclark.com/camp-staff-reunion/> and I will reach out and help you as soon as possible.

We look forward to seeing all of you on June 7!!