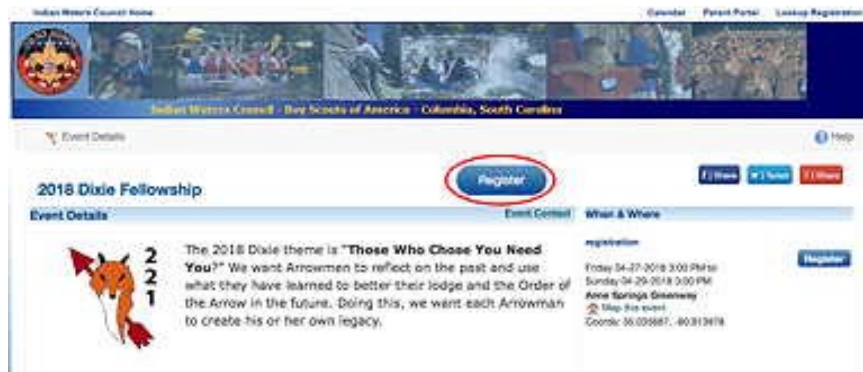
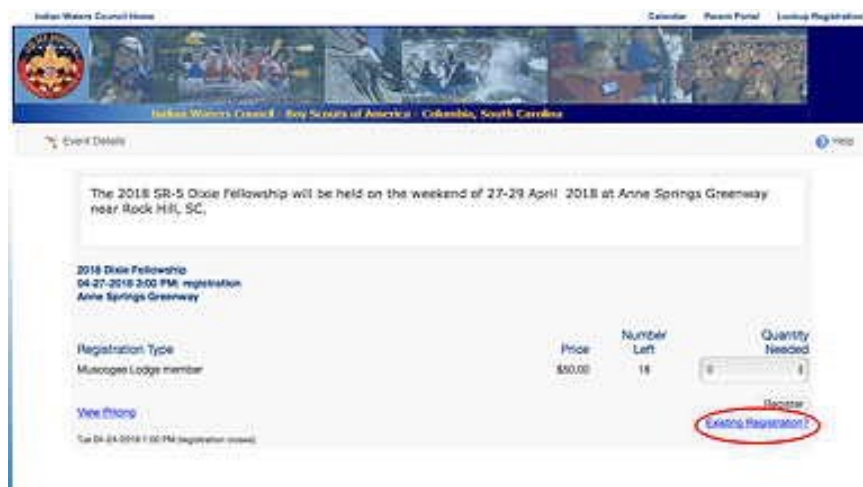


Adding Dixie Delegate and Trader patches to existing registration:

- 1) Using the links from the lodge website return to the REGISTRATION page and click the **REGISTER** button.



Then click the **EXISTING REGISTRATION** button.



- 2) You will be prompted for your email address and registration number.

The screenshot shows the "Lookup Registration" form. The form has two input fields: "Email Address:" and "Registration Number:". Both input fields are circled in red. Below the input fields is a "Login" button. Below the "Login" button, there is a section titled "Forgot your registration number?" with the text "Enter your email address and click 'Email Me' to receive a list of all registrations." Below this text is an "Email Address:" input field and an "Email Me" button.

3) You can order from the **MUSCOGEE LODGE TRAINING POST** from this screen, or Select the **ATTENDEES** tab and enter for each participant (use this option if you registered multiple participants - otherwise the purchase limits will apply to the entire registration)

Indian Waters Council Home | Event Details | Registration Details

You have linked registrations: 1 paid in full, 1 balance due

553715230 | 04-27-2018 03:00 PM 2018 Dixie Fellowship - registration | Paid in Full

2018 Dixie Fellowship - registration

Attendees | Summary

Summary | Registration Number: 553715230 | Balance Due: \$0.00

Payment Schedule: Regular Price: \$100.00, Total Credit: \$-100.00, Balance: \$0.00

Count	Registrant Type	Event Fee	Amount Paid	Balance Due
2	Dixie patch	\$8.00	\$-8.00	
2	Dixie shirt/patch	\$8.00	\$-8.00	
1	Thunderbird Dixie Patch	\$4.00	\$-4.00	
2	Muscogee Lodge member	\$100.00	\$-100.00	
	Total	\$120.00	\$-120.00	

Registration Contact: caronahes@gmail.com, 803.479.0829

First Name: Carol
Last Name: Hanes
Email: caronahes@gmail.com

Muscogee Lodge Training Post: **Select Item**

Indian Waters Council Home | Event Details | Registration Details

You have linked registrations: 1 paid in full, 1 balance due

553715230 | 04-27-2018 03:00 PM 2018 Dixie Fellowship - registration | Paid in Full

2018 Dixie Fellowship - registration

Attendees | Summary

Attendees | Registration Number: 553715230 | Balance Due: \$0.00

Building	Muscogee Lodge member	Event Fee
01-20-2018	590166, Carol	\$80.00

Muscogee Lodge Training Post: **Select Item**

First Name: Carol
Last Name: Hanes
Email Address: caronahes@gmail.com
NDA Chapter: Wrens
Market Size: Add in Change Selection (You may only select 1 item)

01-29-2018 | 590166, Carol | \$80.00

4) If you successfully added Dixie Delegate or Dixie Trader patches, the amount due will show up in the right. You can make a payment by selecting the **MAKE A PAYMENT** tab.

The screenshot shows the Scout registration interface for the 2018 Dixie Fellowship. At the top, it displays the event name and location: "2018 Dixie Fellowship - registration" in Columbia, South Carolina. Below this, a navigation bar includes "Attendees", "Summary", and "Make a Payment", with the latter circled in red. A summary table lists items and their costs:

Booking Date	Multiple Lodge member	Event Fee	Sub Fee
01-29-2018	Attendee (3037842)	\$0.00	\$12.00
01-29-2018	Attendee (3037842)	\$0.00	\$12.00

Below the table, there are sections for "Dixie 2018 participant patch" and "Dixie 2018 participant ghost patch", each with a list of items and their costs. A "Total" row at the bottom shows a balance due of \$24.00. At the bottom of the page, another "MAKE A PAYMENT" button is circled in red.

5) Pre-orders will **ONLY** be accepted online — you cannot purchase at the Scout office. We will sell the remaining patches onsite at Dixie.