

# Morristown Summer Recreation Camp Program

## Weekly Enrollment Process

Start by creating a primary adult account for your household on: <https://morristownvt.myrec.com>

Create Account

Creating an account is a one-time event that allows you to utilize this system. It is not a registration by itself.

1. **Enter the primary adult first.**
2. Add other members of your household from the Account Members portion of your account.
3. You can now make registrations and other purchases using the site navigation.

If you have previously made an account and cannot log in, please reset your password or contact us instead of creating a new account.

Account Type

Household  
 Organization

Primary Account Member

Must be 18 to make an account.

Add additional members to your household to the household account

Account Login Information

Password must have 12+ characters, an uppercase & lowercase letter, a number, & a symbol.  
Accepted symbols: ~!@#%&!^&!\*?

Username Password Confirm Password

shaskins@morristownvt.org

Please provide an answer below to let us know you're not a robot.  
5 + 3 =

All fields required for households except Apt and Ext.

Submit Submit & Add Account Member Cancel

Find the Summer Recreation Camp Program listed in the **programs** tab under the **register** tab

Home Register Facilities General Info Contact Account

REGISTER NOW

Programs

What would you like to register for?

Show All Categories

Community Programs Community Garden

Camps Summer Recreation Camp Program

Event Vendors Wednesday Night Live Music Series Vendor

Donations Summer Recreation Camp Program Donations  
Wednesday Night Live Music Series Donation

Sponsorships Dog Park Sponsorship  
Summer Recreation Camp Program T-shirt Sponsor  
Wednesday Night Live Music Series Sponsor

Scroll to the bottom of the Morristown Summer Recreation Program page to register your child

If it is showing parent name and not your child click on **change member**

Register	Activity	Ages	Grades	Days	Date/Time	Fees
<b>Incorrect Age for Sara</b> <b>Change Member</b> View registration Eligibility	<b>Summer Recreation</b>	5 - 12	N/A	MTuWThF	06/20/2022 - 08/12/2022 07:45 AM - 05:00 PM View Locations	See Options

*Sibling Discounts Apply at Checkout.*  
• This Activity is for ages 5 to 12

Click on your child's name

Choose Member to Register

- Dylan Haskins
- Logan Haskins
- Malia Haskins**
- Sara Haskins

Add A Member

Close

[Return to Programs](#) [View All Activities](#) [View Cart](#)

Click on the **register (your child name)** button

Register	Activity	Ages	Grades	Days	Date/Time	Fees
<b>Register Malia</b> Change Member	<b>Summer Recreation</b>	5 - 12	N/A	MTuWThF	06/20/2022 - 08/12/2022 07:45 AM - 05:00 PM View Locations	See Options

*Sibling Discounts Apply at Checkout.*  
\* Adjustments and discounts will be applied during checkout if applicable. \*

Click the **choose option** button under weekly box.

• REGISTER MALIA NOW (CHANGE) •

### Summer Recreation Camp Program - Summer Recreation

for Malia Haskins | Change Member

This activity runs Monday, Tuesday, Wednesday, Thursday, Friday starting on Monday, June 20, 2022 and ending on Friday, August 12, 2022

Please choose an option.

<b>Entire Summer</b> <b>\$900.00 (Per Session)</b> Use this option to purchase the entire summer	<b>Weekly</b> <b>\$185.00 (Per Week)</b> Use this option for purchases in weekly increments.
<b>Choose Option</b>	<b>Choose Option</b>

Check the boxes of the week(s) you are enrolling in then click **continue**.

Summer Recreation Camp Program - Summer Recreation

Weekly (Mon, Tue, Wed, Thu, Fri) - \$185.00 Per Week

Allows you to purchase the full week(s) that are available.

Weekly payments are due in full the Sunday before the week of attendance.

Select the week(s) you'll be attending.

Week #	Start Date	End Date	Days
<input checked="" type="checkbox"/> Week 1	June 20, 2022	June 24, 2022	Mon, Tue, Wed, Thu, Fri
<input type="checkbox"/> Week 2	June 27, 2022	July 01, 2022	Mon, Tue, Wed, Thu, Fri
<input checked="" type="checkbox"/> Week 3	July 04, 2022	July 08, 2022	Mon, Tue, Wed, Thu, Fri
<input type="checkbox"/> Week 4	July 11, 2022	July 15, 2022	Mon, Tue, Wed, Thu, Fri
<input type="checkbox"/> Week 5	July 18, 2022	July 22, 2022	Mon, Tue, Wed, Thu, Fri
<input type="checkbox"/> Week 6	July 25, 2022	July 29, 2022	Mon, Tue, Wed, Thu, Fri
<input checked="" type="checkbox"/> Week 7	August 01, 2022	August 05, 2022	Mon, Tue, Wed, Thu, Fri
<input type="checkbox"/> Week 8	August 08, 2022	August 12, 2022	Mon, Tue, Wed, Thu, Fri

Continue

Confirm Dates of enrollment

- If enrolling one child: click **check out** if you are all done and ready to check out.
- If enrolling more than one child: click **keep shopping** you need to repeat this process from the beginning for each child. Once you have registered all your children click the **checkout button**.
- If you need to make changes click **return to program** to start again

Confirm Dates For Malia

Summer Recreation Camp Program - Summer Recreation

It is highly recommended that you review all of your date selections.

Name	Fee	Pre-Adjustment Total*
Weekly (Mon, Tue, Wed, Thu, Fri)	\$185.00 (Per Week)	\$555.00

\*Indicates total cost before adjustments.

Check Out Return to Program Cancel Keep Shopping

Week 2

Date	Time	Location
Mon, June 27, 2022	7:45 AM - 5:00 PM	Peoples Academy Gymnasium
Tue, June 28, 2022	7:45 AM - 5:00 PM	Peoples Academy Gymnasium
Wed, June 29, 2022	7:45 AM - 5:00 PM	Peoples Academy Gymnasium
Thu, June 30, 2022	7:45 AM - 5:00 PM	Peoples Academy Gymnasium
Fri, July 1, 2022	7:45 AM - 5:00 PM	Peoples Academy Gymnasium

Make sure to check the disclaimer box before clicking **check out**

Shopping Cart

Standard Cart Items

Code	Activity	Registrant	Dates/Times	Fee*
Remove	Summer Recreation Camp Program - Summer Recreation - Entire Summer Ages: 5 - 12 Grades: N/A Due Dates	Haskins, Malia Age: 11 Grade: 8	View Dates/Times	\$900.00

Total\* \$900.00

\* Refers to fees before adjustments, including discounts, are applied.

Please read carefully

Release:

I understand there are risks of physical injury in participating in sports and recreational activities or programs.

I acknowledge that by submitting this form, I am sending my legal signature to agree to this Disclaimer statement. Completion of registration is equivalent to signing all disclaimers.

This cart, if not completed, will remain available for approximately 24 hours only. High demand items remain for only 15 minutes.

Check Out Keep Shopping Cancel Order


Complete all the necessary enrollment forms.

## Payment Methods

You now have the choice to **checkout online** or **print a registration form** and pay later.


### Checkout Method

**Check Out Online**  
(includes no fee items) includes a 3% convenience fee for credit cards



[Check Out Online](#)

**Print a Registration Form**  
Please mail or bring into office with payment.



[Print a Pre-registration Form](#)

Note: When available, choose Pay Online to be placed on a wait list or in an activity immediately. Choosing Print Registration Form will not place you on a wait list or into an activity until the form is processed by the office.

[Return to Cart](#)

## Checking out online

Use a credit/debit card (includes a 3% convenience fee) registers you immediately **if paid in full**.

Click on **check out online** button.

The following **review invoice** screen appears.

### Review Invoice

Item Type	Item Name	Member		Subtotal	Adjustments	Total	Applied	Payment
Registration	Summer Recreation Camp Program - Summer Recreation - Weekly (Week 2)	Haskins, Malla	6/27/2022 - 7/1/2022	\$185.00	\$0.00	\$185.00	\$0.00	\$185.00
Registration	Summer Recreation Camp Program - Summer Recreation - Weekly (Week 5)	Haskins, Malla	7/18/2022 - 7/22/2022	\$185.00	\$0.00	\$185.00	\$0.00	\$185.00
Registration	Summer Recreation Camp Program - Summer Recreation - Weekly (Week 8)	Haskins, Malla	8/8/2022 - 8/12/2022	\$185.00	\$0.00	\$185.00	\$0.00	\$185.00
<b>Totals</b>				<b>\$555.00</b>	<b>\$0.00</b>	<b>\$555.00</b>	<b>\$0.00</b>	<b>\$555.00</b>

**Invoice Total**  
\$555.00

**Total Due**  
\$555.00

SERVICE FEE NOTICE: This method of paying online is provided to you for your convenience. If you proceed to checkout, you will be charged an additional fee of 3.00% + \$0.00 with a minimum fee of \$0.00. This fee is added to the total charge for the goods/service you purchased today. The exact fee will be displayed on the credit card form before you submit your payment. If you do not wish to pay this fee, please click "Return to Cart" below. Depending on the items selected, you may cancel your purchase or choose an offline payment method instead to avoid incurring this fee. Please note that these fees are not refundable.

[Continue to Credit Card Form](#)[Return to Cart](#)

Click on **continue to credit card form**.

⚠ Clicking the back button or refresh may result in double payments.

**Billing Information**

First Name	Last Name		
<input type="text"/>	<input type="text"/>		
Company Name	Street Address		
<input type="text"/>	<input type="text"/>		
City	State/Province	Zip/Post Code	Country
Morrisville	Vermont	05661	U.S.A.
Email	Phone		
<input type="text"/>	<input type="text"/>		

Name & address entered must match the name & address on your payment method.

**Credit Card Information**

Card Type	Expiration Date	
-- Select a Ca	-- Month --	-- Year --
Credit Card Number	CVV	
<input type="text"/>	<input type="text"/>	

**Billing Details**

Your account will be billed in 2 transactions for a total amount of \$875.50

- \$850.00 in the name of **Morristown Parks & Recreation.**
- \$25.50 in the name of **GovtPortal** \*Convenience Fee.

Please complete payment within 15 minutes.

[Submit Secure Payment](#) [Cancel Payment](#)

Your payment may take 1-2 minutes to submit. Please be patient.

Enter your card information and click on submit secure payment.

You are now enrolled.

## **Printing a registration form and paying later**

If you choose this method than you will not be registered until payment is received in full.

- Mail form with check to:  
Town of Morristown  
PO Box 748  
Morrisville, VT 05661
- Bring form and payment to:  
Morristown Town Clerk's Office at 43 Portland Street.  
You can pay by check, cash or card (convenience fee applies).  
**Note: this is the ONLY way to pay by cash.**

The following screen appears once you click on print a registration form:

• REGISTER MALIA NOW (CHANGE) •

### Create Pre-registration Form

**ⓘ This will not reserve seats. ⓘ**

**To complete your registration:**

- Click yes below. On the following screen, click the Print Registration Form link to produce your registration form.
- Call for payment instructions.

**⚠ You will not be registered until payment is received. ⚠**

Do you still want to create this pre-registration form?

Choose **yes**.

REGISTER MALIA NOW (CHANGE)

### Important: You are NOT registered!

A seat will not be reserved for you in the items listed on your pre-registration form until payment is received.  
You are also not on any waitlists until this pre-registration form is processed by the office.

**What Next?**  
**Print Pre-registration Form** or click the **Incomplete Icon** in your account overview to view. **To complete your registration:**

- Click yes below. On the following screen, click the Print Registration Form link to produce your registration form.
- Call for payment instructions.

You will still need to pay by check, cash or credit card at the Town Clerk's Office.

Weekly payments are due in full the Sunday before the week of attendance.