



Steps to register for Camp Orchard Hill are as follows:

- Step 1. (Do this step **ONLY IF YOU DO NOT** already have an account with Camp Orchard Hill).
 - Please go to this link <https://www.camporchardhill.com/mens-retreat/> and hit the “LOGIN/REGISTER” button in the top right.
 - Then go ahead and register your account with name payment details etc. Please **DO NOT** book the retreat at this point. Please go straight to Step 2.

- Step 2. Go to the LBC men’s retreat web page <https://www.lincroftbiblechurch.org/mensretreat> and register your intent to go to the retreat, with LBC.
 - You will be forwarded to a Google Form Please fill in your details. (PS we need to know who can drive and who needs a ride so we can make sure everyone’s travel is covered)
 - Once you fill in the Google Form, hit the button at the bottom of the form to take you to Camp Orchard Hill again. Log into your account and fill in the payment details for the Men’s Retreat.

- Step 3. Booking the Retreat (NOTE. Camp Orchard hill have made many more on-campus accommodations available this year. As a result, the part of the registration process where you choose your accommodation is more complicated this year. I have tried to put down the steps for both off campus and on campus choices. If you need to reach out to me with questions, please don’t hesitate).
 - On the Camp Orchard Hill web site, log into your account
 - <https://www.camporchardhill.com/mens-retreat/> then the “LOGIN/REGISTER” button in the top right
 - Log in
 - Choose the “RESERVATIONS” option in the top banner
 - Choose the “EXPLORE SESSIONS” button
 - Choose the “REGISTER” button on the far right of the “Band of Brothers Men’s Retreat 2022” option.
 - Check your name & details are correct (load a photo if you want. This is not required for registration)
 - Choose the “NEXT” button at the bottom
 - **ON CAMPUS** - If you will be staying at the Camp, choose the “Overnight Guest” radio button in the Registration Type page - Choose "NEXT"

- Choose the Retreats - Cabin Lodging radio button - Choose “NEXT” at the bottom of the page
- (If you want to form a group and choose some of the newer accommodations, please let me know and I will cover off on these details with you.)
- **OFF CAMPUS** - If you will be staying at a nearby hotel, choose the “Day Guest” radio button in the Registration Type page.
 - Scroll to the bottom and chose the radio button - Choose “NEXT”. (NOTE local hotel details will be made available)
- Register for Paint Ball if you want to Hit “NEXT”
- Finally (very important) make sure you put LBC in the group name you’re traveling with. This will make sure that you are put into the same cabin as the rest of the guys.
- Read and acknowledge the disclaimer
- Payment
 - In the “My Cart” page, make sure the payment amount is correct. (if you are paying for the upgraded accommodations, you will be paying the whole amount for the cabin. it is up to you to get the money from the other guys staying with you in the apartment)
 - Choose the "Proceed to payment” button
- Before you submit your payment, make sure you choose either the “Pay in full” or “Pay minimum amount” ration buttons.
- Choose “Submit Payment”