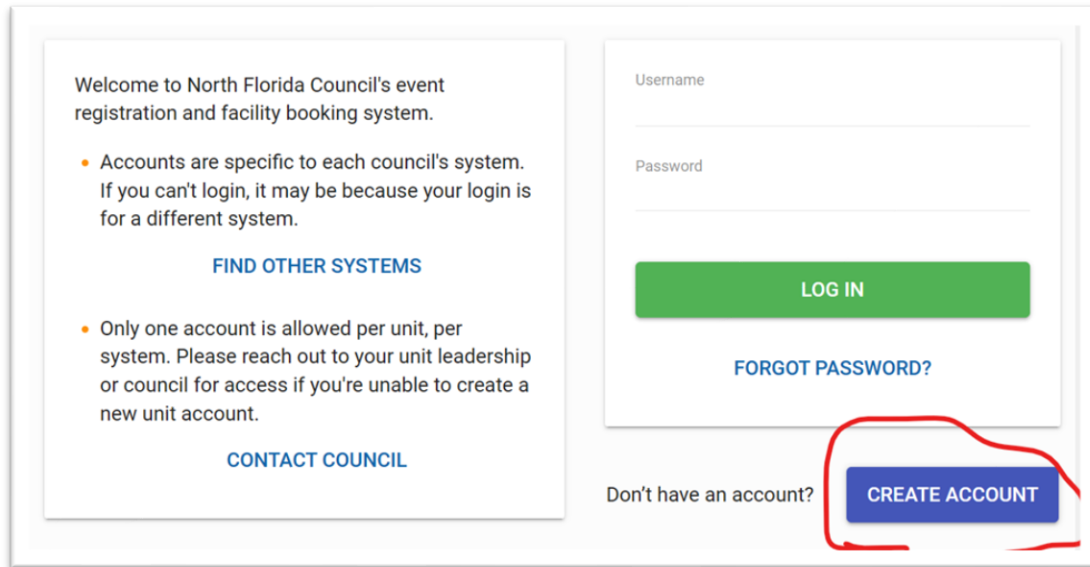


Registration setup instructions

To begin the registration process you must have an active account in the Council's event registration system. If you don't have one yet, please click on Create Account as shown below.



Welcome to North Florida Council's event registration and facility booking system.

- Accounts are specific to each council's system. If you can't login, it may be because your login is for a different system.

[FIND OTHER SYSTEMS](#)

- Only one account is allowed per unit, per system. Please reach out to your unit leadership or council for access if you're unable to create a new unit account.

[CONTACT COUNCIL](#)

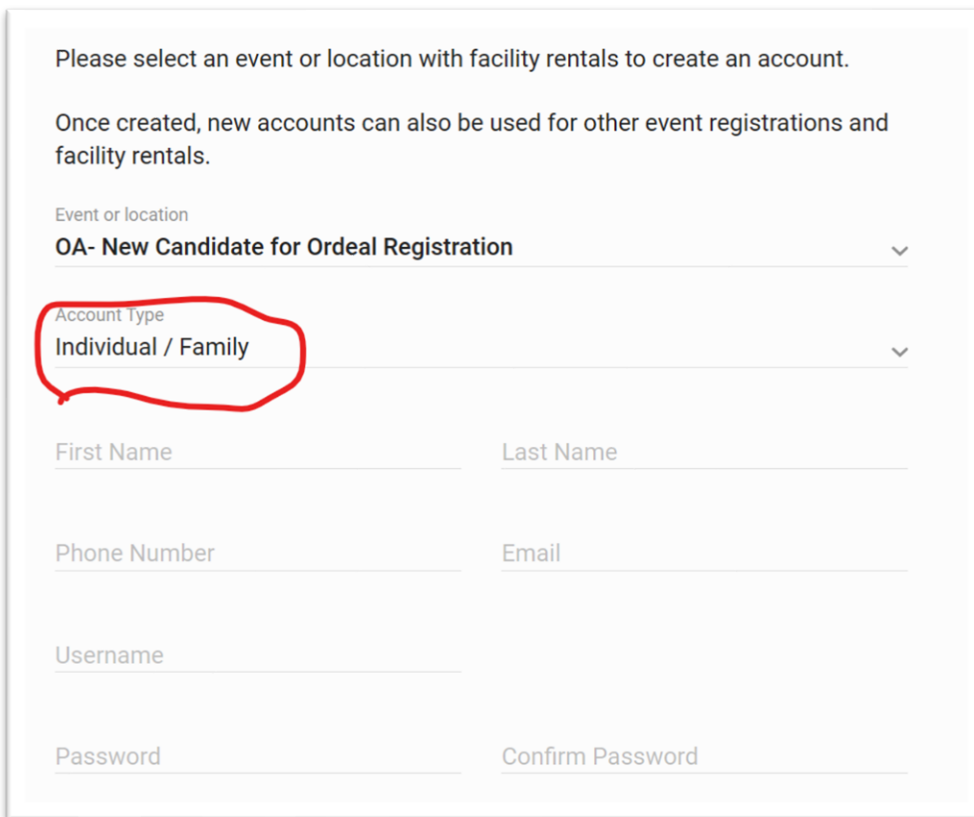
Username
Password

[LOG IN](#)

[FORGOT PASSWORD?](#)

Don't have an account? [CREATE ACCOUNT](#)

The next step is to select an Individual/Family account type:



Please select an event or location with facility rentals to create an account.

Once created, new accounts can also be used for other event registrations and facility rentals.

Event or location
OA- New Candidate for Ordeal Registration

Account Type
Individual / Family

First Name Last Name

Phone Number Email

Username

Password Confirm Password

Registration setup instructions

Then click on “Complete” at the bottom of the screen. At this point, you will need to check your inbox for a verification link. When you click that link, you will be asked to log in with the username and password you just created.

Please select the Fellowship you are interested in attending remembering that it must be within 12 months of the candidate’s election.

Now, fill out your contact information and your unit information. If you are unsure of your District, click [here](#) and match the district to the county your unit is in. The rest of the form should be self-explanatory.

When complete you’ll end up at the Financial Summary page where you can checkout or add another participant.

The screenshot displays a registration interface with the following components:

- Alert:** A red banner at the top states: "There are changes or payments for this event in your cart. Please remember to checkout soon to finalize your changes."
- Financial Summary:** A section showing a balance of \$40.00, a "Pay full amount" option for \$40.00, and a "New Balance" of \$0.00. A green "CHECKOUT" button is located below this section.
- Participants:** A section titled "Participants" with a count of 1. It includes "REPORTS" and "ADD PARTICIPANT" buttons.
- Youth Under 18 (Y):** A sub-section showing "No participants registered." and an "ADD PARTICIPANT" button.
- Adult Over 21 (A):** A sub-section listing a participant named "Timothy Testing" with a shopping cart icon.
- Youth Participant 18-20 (A):** A sub-section showing "No participants registered." and an "ADD PARTICIPANT" button.