

 Ready to start your summer camp adventure at Camp Friedlander? These pages will guide your step-by-step through the registration process, including how to reserve your unit's campsite, the payment schedule and process, and how to make sure all your Scouts get signed up for merit badge classes and programs. If you have already begun registration and need to make updates, click the [Login](#) button. Otherwise, please continue reading for instructions to get you started.

Before you get started, here are some tips to help you along the way:

- Each unit should select one adult to serve as the Summer Camp Coordinator. This person will be responsible for submitting and maintaining the unit's registration, collecting payments, and performing merit badge sign-ups.
- If you have any questions or issues with your registration, visit the [Contact](#) page for direct contact information.
- If you have questions about the online registration system, see the Frequently Asked Questions page.

Getting Ready

- The troop's PLC or the crew's officers make the decision to attend Camp Friedlander.
- The unit committee selects one adult to serve as the Summer Camp Coordinator. This person will be responsible for summer camp registration, fee collection, communication within the unit about summer camp, and communication with the camp and council about summer camp.
- Each Scout and family must be made aware of the camp fee schedule. [Click here](#) to access the Dates and Fees article for more information.
- Download and share the [Camp Guide](#) with Scouts and adults attending camp. You may find it helpful to print a copy or email a link to all participants.

Reserving Your Campsite

Once you've decided which week you want to attend and which campsite your unit will call home, make your campsite reservation right away to make sure your site is held for the 2014 camp season. Some campsites are more popular than others and will fill up quickly. The camp does its best to be as fair as possible regarding campsite reservations.

Reservations are held with the following philosophies in mind:

- First selection of campsites goes to units that attended Camp Friedlander during the previous season.
- Campsites are reserved and held in a way that allows the camp to serve as many Scouts as possible.
- The camp will endeavor to accommodate the reasonable needs of each individual unit as much as possible.

To make a reservation:

1. Contact Jennifer Pangallo, the Dan Beard Council Camping Secretary at 513-577-7700 to determine current campsite availability. Campsite availability is constantly changing as the summer approaches, so be sure to check before making a reservation.
2. Once availability has been confirmed, secure your reservation by completing a [Campsite Reservation Form](#).
- . Be sure to include the estimated number of Scouts and adults that will attend. These numbers will be used when your account is established in Doubleknot.
3. Submit the completed form with your \$100 non-refundable campsite deposit to Camp Friedlander, Dan Beard Council, 10078 Reading Rd., Cincinnati, OH 45241. Be sure to keep a copy of the form for your records. Once both the payment and paperwork are received, the site will be reserved for you.
4. For multiple campsite reservations, check all campsites desired and submit a check for \$100 per campsite.

Registration & First Payment

After your campsite reservation is complete, your Doubleknot account will be established. An email will be sent to the Summer Camp Coordinator noted on the Campsite Reservation form with your unit's Doubleknot login id. At your first login you will be prompted to create a new password. Your account will have a \$100 credit balance reflecting your campsite deposit. If the contact info for your unit's Summer Camp Coordinator changes, please notify the Camping Secretary immediately at 513-577-7700.

Please refer to the Doubleknot registration instructions for complete details of the process.

Prior to February 3, 2014 begin to enter the names of your Scouts and adults who will be attending summer camp.

- Scouts and adults must actually be **named**.
- Do not list your Scouts as Scout One, Scout Two, etc.

On or before February 3, 2014, your first payment is due.

- A deposit of \$83 is due for each Scout and \$60 for each paid adult.
- Online payment via Doubleknot is the preferred method.
- Be sure to announce the payment deadline at an advance unit meeting and collect the payments in time to submit them by the deadline.
 - The total early registration fee is \$245 for Scouts and \$120 for adults, as long as the deposit and second payment are paid by April 7th.
 - Registration for the first two adults is free. The system will credit your account for an additional free adult for every ten Scouts registered after the initial 20. Please review the Free Adult Ratio table on the [Dates and Fees](#) page for full details.
 - If you prefer, you can use the [Payment Sheet 1](#) to make your first payment. Print out the form, enter all information completely, then submit the form with the balance due to the Scout Achievement Center. Payments must be postmarked or received in the office by the due date.

Merit Badge Registration

Preparing for Registration

- Several meetings **prior to March 17th**, each Scout should be provided a copy of the [2014 Merit Badge and Program Schedule](#), the [2014 Merit Badge and Program Pre-Requisite List](#), and the [Individual Scout Activity Schedule](#).
- Scouts should select a first, second and third choice of merit badge or program for each time slot.
- Scout leaders and parents should **carefully review each Scout's selections** to ensure

they are registering for merit badges they can successfully complete.

- Review the requirements and pre-requisites then consider the mental and physical maturity required for each badge.
- At least one meeting prior to March 17th, the Summer Camp Coordinator should collect the Scout Activity Schedules and verify that each schedule is practical and the times are correct.
- Prior to the registration date, make sure all unit payments are up to date and the unit has a zero balance due. You cannot register for merit badges if your unit has an outstanding balance.

On March 17, 2014, merit badge registration opens in Doubleknot promptly at 9:00 am EDT.

- Please refer to the Doubleknot registration instructions for complete details of the process.
- Register each Scout for their chosen merit badges and programs.
- All sessions are first-come, first-served. **Register early!!!**
- Some merit badges and programs have additional fees. Those fees will be due with your final payment by May 19th.
- Some sessions will fill up more quickly than others. If a session is full, it will not be displayed on the registration screen.
- Class size limits are based on national standards, practicality, and safety standards. Class size limits will not be changed.
- If necessary, register a Scout for their second or third choice for a given time slot.
- Check back frequently. Openings do occur as units make changes to their Scout's schedules.

Payment 2

On or before **April 7, 2014**, your unit's **second payment is due**. This is the **early registration deadline**.

- Please refer to the Doubleknot registration instructions for complete details of the process.

- A payment of \$81 for each registered Scout and \$60 for each paid adult is due on or before April 7th.
- Online payment via Doubleknot is the preferred method.
- Be sure to announce the payment deadline at an advance meeting and collect payments in time to submit them by the deadline.
- Scouts and adults who register after April 7th will be charged the full rate of \$265 and \$140, respectively.
- **Exception** - Webelos crossovers and newly registered Scouts will qualify for the early rate of \$245 if registered prior to the start of camp.
- If you prefer, you can use the [Payment Sheet 2](#) to make your second payment. Print out the form, enter all information completely, then submit the form with the balance due to the Scout Achievement Center. Payments must be postmarked or received in the office by the due date.

Payment 3

On or before **May 19, 2014**, your unit's **final payment is due**.

- Please refer to the Doubleknot registration instructions for complete details of the process.
- A payment of \$81, plus any additional program fees (ACE, COPE, Shooting Sports, etc.) is due for each registered Scout on or before May 19th.
- Online payment via Doubleknot is the preferred method.
- Be sure to announce the payment deadline at an advance meeting and collect payments in time to submit them by the deadline.
- If you prefer, you can use the [Payment Sheet 3](#) to make your final payment. Print out the form, enter all information completely, then submit the form with the balance due to the Scout Achievement Center. Payments must be postmarked or received in the office by the due date.

Unit accounts will be required to be paid in full prior to your arrival at camp. During your week at camp you may meet with the Business Manager to review your account. Any credits or adjustments will be processed at that time.