1. Visit [reg.laparks.org](http://reg.laparks.org) and log into your account.

2. Begin an activity registration by navigating to the “Search” tab and then click on “Register for an Activity.”

3. Click on “Activity Search Criteria” to open the search options.
   - Location: “Granada Hills RC”
   - Type: “Camps”

4. Click on the “+” sign next to each week of camp you want your child to attend (this will change the items to “-”). Once you are done, hit “Add to Cart” at the bottom of the screen.

You MUST pay the registration fees BEFORE adding the weeks of camp to your cart.
5. The new screen will ask you who you want to attend each week of camp. Select at least one child per week and then hit “Continue.”

5. The next page has Questions to fill out for the first child. You will need to fill this out once per camper unless you hit the “Copy Questions” button at the top.

6. Below the Questions are the Waivers. Read them and then hit the “I agree with the above.” When done, hit “Continue.”
7. The list of weeks and participants with the total amount due now appears. Click on “Proceed to Checkout.”

8. The Summary of Charges will now appear. Make a note of the “Minimum Amount Due Today” as that is the total amount you need to pay for the weekly deposits. Make sure that amount matches the “Amount to Be Paid Today” box (you may overpay but not underpay that amount). Fill out the rest of the information on this page and then hit “Continue.”

You MAY pay more than the minimum amount due.
How to Pay a Camp Deposit— Continued

9. You will be taken to a new window that will allow you to fill out your credit card information. When you are done click on “Submit Payment” to finish the payment process. After a few seconds your receipt will appear on the screen.

9. At the bottom of the receipt it will show you how much you paid and how much you owe. See the “Paying Old Balances” instructions to pay your weekly balances.