

Updating your Unit Reservation

Important: This is only to add another facility (campsite, pavilion, ammunition, etc.) to a currently existing reservation at one of the four Circle Ten Council camps.

Log into your Black Pug account and select your reservation OR go to your email confirmation. Scroll down to the blue bar and click on "View Reservation Details". This will bring you into your reservation.

View Reservation Details			
Camp Use Policy Check In Procedure			
Cancellation Policy Cleaning Policy			

Look for the green "Reserve Additional Facilities" and click the button. You will be able to select available facilities there. You will need to complete checkout to confirm your selection.

Camp Constantin/Jack D. Furst Aquatic Base:			
Make a Payment			
Reservation Date	2024-12-06		
Booking Date	2024-01-22 12:04 PM		
Arrival	2024-12-06 01:00 PM		
Departure	2024-12-08 05:00 PM		
Estimated Youth	1		

To check out, go to the shopping cart on the upper right screen and click on it. A screen will pop up and give you the option to create a new reservation or add to your current reservation. It is recommended that you add the facilities to your existing reservation.

Notice: Per person fees are calculated on the final checkout screen.			
	Close Checkout and Create New Reservation	Checkout and Add to Existing Reservation	

Note: Reservation closes 7 days prior to your arrival date so all additions and changes to your reservation must be made by this date.

It is the responsibility of the person updating the reservation to follow the <u>Guide to Safe Scouting</u>, <u>Age Appropriate</u> <u>Guidelines</u>, and any other BSA-required training for this additional activity.

To make *changes* to existing reservations, email <u>paula.bramble@scouting.org</u> To *cancel* a reservation or facility, email <u>571.refundrequest@scouting.org</u>.

