The Half Due payment is fast approaching for those attending Summer Camp 2020 with the Great Alaska Council! Below are instructions on how to log in and go through and make that second payment.

You will need your units log in information for whoever made the initial reservation. Go to [https://scoutingalaska.doubleknot.com/rosters/logon.aspx?orgkey=4300](https://scoutingalaska.doubleknot.com/rosters/logon.aspx?orgkey=4300) to begin

Once at the site, log in as shown below

You should immediately be sent to this page, select the “View Details” button to the right of the camp/order you wish to make a payment on.
The details will load with your summary, orders of previous payments if any and the payment history. At the bottom select “Make Payment.”

You will be brought to the shopping cart, the “Amount to Pay Now” will automatically load the half due for the 2/28 deadline. If it shows nothing, nothing is due at this time as you have made enough payments. The “Other Amount” option you can put in the amount you wish to pay as long as it is more than the total due now, or it will reject it.

Select “Checkout”
You will be brought to the screen below. The options to use are credit card or mail in (mailbox). Enter the credit card information and billing info to its completion, then select “Make Payment”

If you select the mailbox option to mail in a check or bring to the scout off you will need to select “Make Payment regardless and bring ensure the check is delivered to the office at 3117 Patterson St. Anchorage, AK 99504

Regardless what option you select, **you must select “Make Payment” to complete the process. Not doing so will cause the system to not save.**

Should you run into any issues you can reach out to our office at 907-337-9547 or our Program Director at [samuel.giacalone@scouting.org](mailto:samuel.giacalone@scouting.org)