

## Kroger Store Sales Reservation Process

We encourage you to only have one leader go into the Kroger Sign-ups per unit.

Follow the steps below:

1. Go to the [circle10.org](http://circle10.org) website.
2. Click on the Camp Card on the front page.
3. Click on the “**Kroger Store Sales Reservations**” link under the “**Kroger Logo**”.  
It will take you to the map of the stores.
4. Find the store you want.  
Click on the link in the store information window.
5. Enter the email address you want to use and the correct capture code.
6. The system will then send you a confirming email that ensures that the email address you entered was really yours. The email should be delivered somewhere between 15 seconds and 5 minutes, depending upon volume of requests at the time.
7. Click on the confirmation link in the email.  
That will open the Camp Card Kroger Reservations webpage on the “**Your RSVP**” tab.  
Make sure the store location you selected at step 4 is listed.
8. On the “**Your RSVP**” tab you will:
  - A. Select **UNIT TYPE**.
  - B. Enter **UNIT NUMBER**.
  - C. Make date/time slot selections: Remember a Scout is Courteous.  
Before March 5<sup>th</sup> you may choose 2 time slots Total per unit.
    - I. **Fridays have 2 times available; Saturdays have 4 times available; Sundays have 3 times available.**
    - II. “[**SOLD OUT**]” before the date/time slot indicates it is not available.
  - D. Place a check in the “**Send registration confirmation email...**” checkbox.  
This is located near the bottom of the window.
  - E. Click the “**Update Event Registration**” button:  
IMPORTANT –
    - i. THERE IS NO CONFIRMATION OF SELECTIONS ON THE RELOADED SCREEN.
    - ii. WHEN THE SCREEN RELOADS – Check to see if the date/time slots you selected have retained their selection. If they are, we believe the times are reserved for you. There may also be “**Sold Out**” after the listing.
    - iii. **You must wait for the confirmation email to be sure your selections have been confirmed as reserved.**
  - F. On the “**Your Profile**” tab enter all of your requested contact information.
  - G. Under the “**Map**” tab you can view a map to your selected store location.  
Note – The map may not be ideally situated for best viewing of your location. Adjust as needed.
9. We suggest you keep the confirming email you received at step 8. You will be able to click on it anytime in the future to return to this Camp Card Kroger Reservations page to make changes. Please release dates in Kroger sign-up system if your unit is not able to use them so dates & times are not wasted. Thank You!