

DEEP FREEZE

Individual Registration Instructions

How to Log In:

1. Go to berea.org/register.
2. Create an account or log in.
 - **NEW Berea attendees**—Create an account using the “New user sign-up” box.
 - **Previous Berea attendees**—Log in to your account with your email and password. Use the “Reset password” link if you do not know your password or contact Berea if you do not know which email address is associated with your account.

**NOTE: If you are a student registering yourself, your login email must be one of your parents'/guardians' email addresses to correctly access your family's account.*

How to Register:

1. Under the “Start a New Registration” section, click the “Start application” button under the Deep Freeze season for the applicable year.
2. Once into the season, simply follow the step-by-step instructions. (Note that if you are registering multiple family members, some identical steps will be required for each person. This is correct.)
3. When successfully finished, you will see a confirmation screen and will get a confirmation email.
4. Once you have completed your registration, **please let your main group leader know so they can make sure to keep you in the loop as your Deep Freeze retreat approaches.**

How to Register an Additional Family Member or Add Another Session Later:

If you've already completed a Deep Freeze sign-up and later need to sign up another family member or to add an additional session for someone who has already signed up...

1. Log in at berea.org/register and click “View details” under the Deep Freeze season.
2. Click the “Add people, sessions, options” button.
3. Select the person you would like to sign up or want to add an additional session for.
 - *If you are signing someone up for an additional session, you will notice that you cannot edit the Permission & Release Form to designate which church/group the new sign-up is with. Contact the Berea Office so the Berea staff can reopen or update the form for you.*
4. Follow steps 2-4 of “How to Register” above.

A brief [video tutorial](#) is also available under the Deep Freeze tab at berea.org/forms.

Need your login info or have questions?
Contact the office at 603-744-6344 or office@berea.org.