MULTIPLE REGISTRATIONS

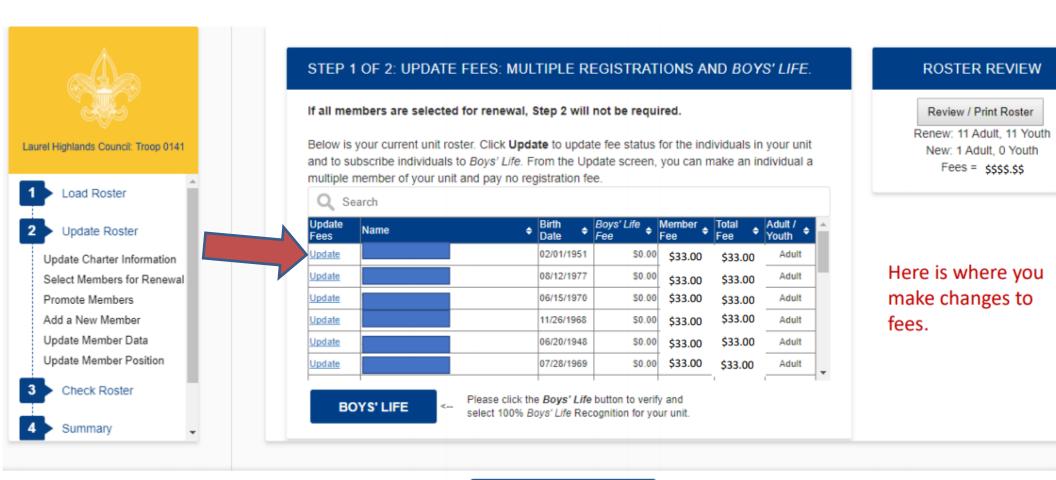
Be sure that you check for individuals that may have MULTIPLE registrations. It is VERY important that if you have them it is coordinated so the fees for them are only paid ONCE.

You adjust this in Stage 4 in the SUMMARY. You can go back still at this point so don't worry about going ahead and getting this done even if you may need to go back and add or remove members or modify something else at a later time.

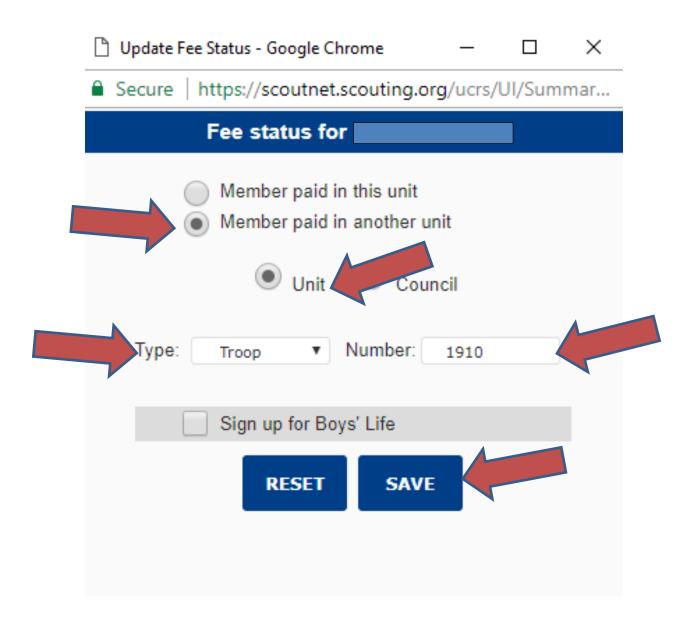
NOTE: That for LDS units all the fees show on this screen as \$0.00 but it is still VERY IMPORTANT that you do this step because each person is still paid for to national. If you do not do this step for people who have multiple positions (such and in a pack and a troop) then the church will end up paying twice or more for the same person.

This is the stage where you can indicate someone is multiple. You need to know WHERE they are PAID. WHAT UNIT? OR are they paid in a District Position? It is recommended that all those who pay their own fees to pay in the District (or have units who pay their fees who are willing and able to make an additional check to the council to also pay through the District.) This is to help ensure that unit recharters do not cause people to be removed from the district charter. This is how to indicate people are paid elsewhere so they will not be charged for on your charter.

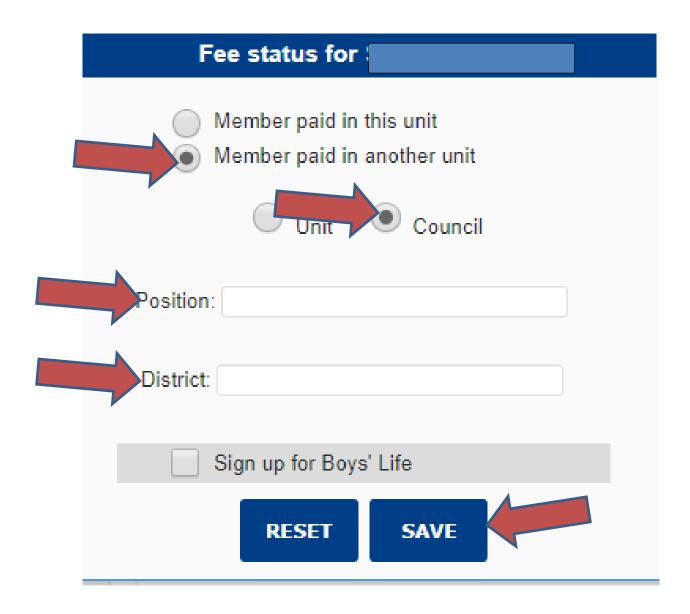
Click UPDATE:



If paid in another Unit select Member paid in another Unit and indicate unit, type, add number, then save.



If paid in the District select Member paid in another Unit then Council. Then list Position and District Name and Save.



You also have the opportunity to add boys life to anyone if that was missed.