



PARENT CHEAT SHEET - LBH2018 REGISTRATION

All families this year will complete their registration for Love Begins Here ONLINE!

- We highly recommend completing your registration on a desktop computer.
- Before you get going, have the following ready: INSURANCE CARD/INFORMATION, DOCTOR'S CONTACT INFORMATION, and DRIVER'S LICENSE/REGISTRATION/INSURANCE INFORMATION, if coming as a Lead Missionary!
- To begin, follow the link found at www.madisondiocese.org/lovebeginshere!
- Once on the registration website, you need to complete a "New Family Enrollment for Love Begins Here - Madison."
 - ◆ Choose your Home Parish + City based on where your family is registered and regularly attends.
 - ◆ Create missionary profiles for any teens AND adults in your family that you intend on registering. (Creating a family account is not enough to enroll an adult for LBH.)
- After completing your initial family account, you will be able to begin enrolling individual missionaries in your family for their weeks.
- If your ideal choice is full, sign up for a week to be added to a waiting list. You can be on multiple waiting lists, but they should be weeks you could actually attend.
- The Health Forms are not required for registration - you'll notice they have a later due date of May 1st. If you're short on time while enrolling family members, you can fill those out later.
- At this point, you have to check out each missionary ONE AT A TIME! We're sorry about that slight inconvenience - we hope we can make that change in future years.

If you need financial aid, contact your Parish Leader BEFORE beginning registration, as you'll need to enter a code at checkout. (If you're a Lost Sheep who needs financial aid e-mail lbh@madisondiocese.org and we will help you out!)

Merchandise will still be available for sale at LBH! The pre-order will just help LBH Staff estimate the right amount of merchandise for the summer.

We would like for you to upload PHOTOS into your Missionary Profiles, though this is not required to enroll your family members. We would love it if you did this in the week after creating your account.

With questions regarding registration...

- ◆ Please first contact your Parish Leader for LBH. They have been trained to help you troubleshoot for LBH registration!
- ◆ If they are not available, e-mail the LBH staff at lbh@madisondiocese.org or call 608-821-4544. We'll do our best to get back to you within a day.