

## **How to Save the Summer Camp Enrollment Application**

1. Click on the Enrollment Application Icon of your choice.
2. Once the application has been opened and before you begin to complete the application, SAVE the application to your DESKTOP or to your MY DOCUMENTS using your child's name in the file name e.g. Doe, Jane - FRIENDS Enrollment Application. Please note that if an application is completed within the WIX Web Browser, it will not save.
3. Search for your newly created file name on your DESKTOP or your MY DOCUMENTS.
4. Open your document and proceed to complete the application.
5. Once the application has been completed, SAVE the document again. To ensure that all information has been captured after it has been saved, close the document and re-open it. If the information has been retained, you have successfully completed the application.
6. After the application has been successfully saved, email the application to [info@friendsofcoastalga.com](mailto:info@friendsofcoastalga.com) (preferred method) or fax the application to the attention of Maranda Porter at 888-558-9897.