



BOY SCOUTS OF AMERICA®

MICHIGAN CROSSROADS COUNCIL

MCC Facility Rental User Guide

Updated: 8/30/23

Description: In June of 2023 MCC changed the provider for weekend camp facility reservations. This new platform should make creating reservations easier and more mobile friendly. This document details the process for Scout units to reserve various facilities at our five camps.

Creating a New Reservation

1. Go to the MCC Facility Rental page <https://michiganscouting.org/facility-rental/>
2. Determine the type of rental that you are (MCC Unit, Out-of-Council Scout Unit, or Regular/Public), and then choose the camp you would like to reserve at. Click on either the icon for the camp or the wording below.



3. You will be taken to the reservation page for that camp. If you have previously created a login or made a reservation, make sure to click the “Log in” button. By having a login, you can easily view, modify and cancel your reservations. NOTE: This login is COMPLETELY SEPARATE from

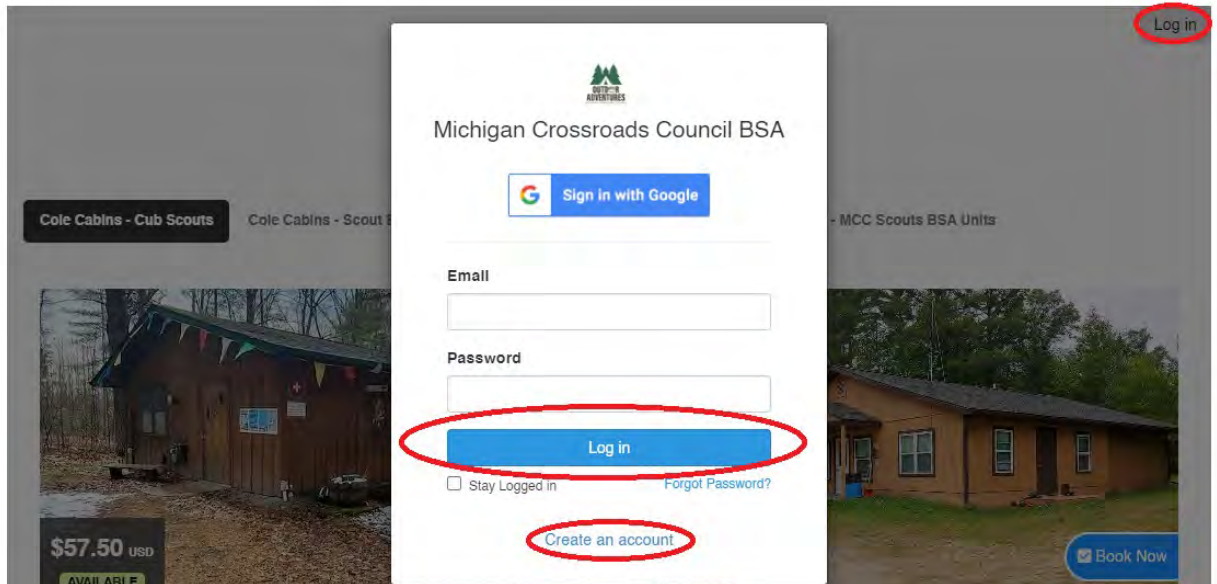




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any existing Scouting logins that you have.



4. Choose the start date (Friday night*) that you are interested in. * All reservations are for Friday – Sunday morning.
5. Choose the type of facility you are looking to rent (taking into account whether you are a Cub Pack or Scouts BSA (Troop/Crew/Ship)). The categories are listed right underneath the date picker.

Start Date
09/08/23 Search



6. Choose the facility you are interested in. The price shown is for one night. Some cabins will also include in that number a utility fee during the winter months. Any facility that is available on that date will have a “Book Now” button on it; otherwise they will be shown as Sold Out or Unavailable. NOTE: Campsites will show no price for MCC Cub Packs and Scouts BSA – campsites are FREE for all MCC units. TIP: If you want a specific facility and want to find when it





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is available, click Book Now and you can then click the Availability tab to see when it is available:

Details Availability Photos Book Now

Turkey Roost Cabin

< November 2023 >

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

Available Sold out Unavailable

Close Continue

7. Click "Book Now" to start the booking process.





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8. Set the tentative number of Adults and Youth. You will not be able to exceed the total capacity for the facility. REMEMBER: Always ensure you are Youth Protection Compliant!

Details Availability Photos Book Now

Turkey Roost Cabin

Available

Check-in 09/22/23

Check-out 09/24/23

Adult 2

Youth 8

Fri Sep 22 2023 - Sun Sep 24 2023: **\$115.00**

Apply Promo or Voucher Close Continue

9. Click Continue. Provide all your information. You will be asked to provide the estimated number of adults and youth – this may or may not be the same as the total you set on the cabin (you may have daytime attendees, or you may have multiple facilities).
10. If you decide you no longer want this facility, you can click “**Clear All**” at the top. You will be asked to click **Confirm Clear** to clear everything from your cart.





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11. If you want to add additional facilities to the same reservation, click “Add to Booking” to return to the booking screen.

Create Booking

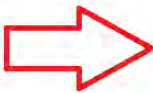
When you are ready to proceed please fill out your details below to confirm your booking.

[+ Add to Booking](#) [- Clear All](#)

Item	Rate	Amount
Turkey Roost Cabin Fri Sep 22 2023 - Sun Sep 24 2023	Adult: 2 x 2 Nights Youth: 8 x 2 Nights Qty: 2 Nights @ \$57.50	\$115.00
White Pine Cabin Fri Sep 22 2023 - Sun Sep 24 2023	Adult: 4 Qty: 1 @ \$143.75	\$143.75
		Sub-Total: \$258.75
		Total (USD): \$258.75

fill required

fields (marked
with *)



Name *

Group Name or Unit Name/Number

Billing Contact Name *

Email *

Phone *

Council *

12. When your booking is complete, make sure to accept the [Cancellation, Refund, and Camp Use Policy](#) . Click **Continue**.





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13. You will be taken to the payment and invoice page. You will be required to pay the full balance before the spot will be reserved.

← Back

Payment Required

Name on Card
Troop 123

Card Number
[Input Field]

VISA MASTERCARD AMERICAN EXPRESS DISCOVER

Expiry date MM / YYYY

Validation code ### ?

Save card for future payments

Pay \$258.75 USD

Booking Invoice

Michigan Crossroads Council
BSA

Michigan Crossroads Council
5001 11 Mile Road
Auburn, MI 48611-8512
reservations@michiganscouting.org

Troop 123
Joe Scouter
joe_scouters@yahoo.com
1 (616) 555-1234
3614 45th St
Hamilton, 49419

Booking Date: September 22, 2023
Total (USD): \$258.75

Product	Rate	Amount
Turkey Roost Cabin 1-6702-1020-101 Fri Sep 22 2023 - Sun Sep 24 2023	Adult: 2 x 2 Nights Youth: 8 x 2 Nights Qty: 2 Nights @ \$57.50	\$115.00
White Pine Cabin 1-6702-7020-102-2 Fri Sep 22 2023 - Sun Sep 24 2023	Adult: 4 Qty: 1 @ \$143.75	\$143.75
Council: MCC District: Lakeshore Unit Name/Number: Troop 123 Estimated # Adults in Group: 2 Estimated # Youth in Group: 8 Which night will you be camping: Friday night Reservation Comments: We would like to rump bump I agree that I have read the Cancellation, Refund, and Camp Use policies. Click below to read policies. MCC Policies Cancellation, Refund and Camp Use Policy: I agree	Total: \$258.75 Amount Paid: \$0.00 Balance Due: \$258.75	

Michigan Crossroads Council BSA
mccbsa-reservations.checkfront.com

Trusted Commerce
Click to Validate

VERIFIED AUTHORITY

Online Bookings by Checkfront

14. Once paid, you will receive an email confirmation containing the invoice (pictured above) and the status of the booking will be **Pending**. The camp will confirm your reservation, at which time you will receive an email showing your status as **Reserved**.

If you have any questions, you can always email reservations@michiganscouting.org or the camp director (both should be in the emails that you receive).

View a booking

To view an existing booking, you can return to any of the camp booking pages, log in, and then click your name. You will be taken to your booking history page.





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[your name](#) Log out

Start Date
09/08/23 Search

[Cole Cabins - Cub Scouts](#) **[Cole Cabins - Scout BSA](#)** [Cole Campsites - MCC Cub Scouts](#) [Cole Campsites - MCC Scouts BSA Units](#)

If time and status allows, you can cancel your booking by click the “Cancel Booking” link next to the reservation.

NOTE: If the status is CONFIRMED, you can no longer cancel or modify your booking without contacting the Camp Director for the camp you have reserved.

Bookings

Created Date	Booking Date	Item Summary	Booking Total	Total Paid	Booking Status	
23	3/14/23	Thu Mar 30, 2023	Archery , Conference Room 101 ... Conference Room 201 ... Team Building Group G...	\$1,440.00	\$0.00	Cancelled
23	7/26/23	Fri Sep 22 2023 - Sun Sep 24 2023	Turkey Roost Cabin, White Pine Cabin	\$258.75	\$0.00	Void Cancel Booking

Total: \$1,698.75 View 1 - 2 of 2

To view a full invoice of the reservation, click the reservation number link in the first column.

[TYSD-260723](#) 7/26/23 Fri Sep 22 :

You can **Edit this Booking** by clicking that link in the top right corner of the invoice. If timing and status permits, you can Add to the booking or change the information provided at the time of booking. Otherwise contact the Camp Director of your camp to make any necessary changes.

You can also print a **PDF version**.





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Invoice

[← Back to my account](#)

[Edit this booking](#)

Booking Invoice

VOID



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Michigan Crossroads Council BSA

Michigan Crossroads Council

5001 11 Mile Road

Auburn, MI 48611-8512

reservations@michiganscouting.org

Troop 123

Joe Scouter

[✉ joe_scouters@yahoo.com](mailto:joe_scouters@yahoo.com)

1 (616) 555-1234

2021-2023

10110

Booking ID: TYSD-260723

Created: July 26, 2023

Booking Date: September 22, 2023

Total (USD): \$258.75

Product	Rate	Amount
Turkey Roost Cabin 1-6702-7020-101 Fri Sep 22 2023 - Sun Sep 24 2023	Adult: 2 x 2 Nights Youth: 8 x 2 Nights Qty: 2 Nights @ \$57.50	\$115.00
White Pine Cabin 1-6702-7020-102-2 Fri Sep 22 2023 - Sun Sep 24 2023	Adult: 4 Qty: 1 @ \$143.75	\$143.75

Council: MCC

District: Lakeshore

Unit Name/Number: Troop 123

Estimated # Adults in Group: 2

Estimated # Youth in Group: 8

Which night will you be camping: Friday night

Reservation Comments: We would like to rump bump

I agree that I have read the Cancellation, Refund, and Camp Use policies. [Click below to read policies.](#)

[MCC Policies](#)

Cancellation, Refund and Camp Use Policy: I agree

Total: \$258.75

Amount Paid: \$0.00

[PDF \(Print\)](#)





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Edit Booking

[← Back to the invoice](#)

Booking Items

Booking Form

+ Add Item

Status	Item	Qty	Date	Tax	Total
<input type="checkbox"/> Void	Turkey Roost Cabin Adult: 2 x 2 Nights Youth: 8 x 2 Nights Qty: 2 Nights @ \$57.50	1	Fri Sep 22 2023 - Sun Sep 24 2023	\$0.00	\$115.00
<input type="checkbox"/> Void	White Pine Cabin Adult: 4 Qty: 1 @ \$143.75	1	Fri Sep 22 2023 - Sun Sep 24 2023	\$0.00	\$143.75
				Sub-total	\$258.75
				\$0.00	\$258.75

