

## **Brandywine Red Clay Alliance Amilia SmartRec Store Information for Clients**

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## To Activate Your Account

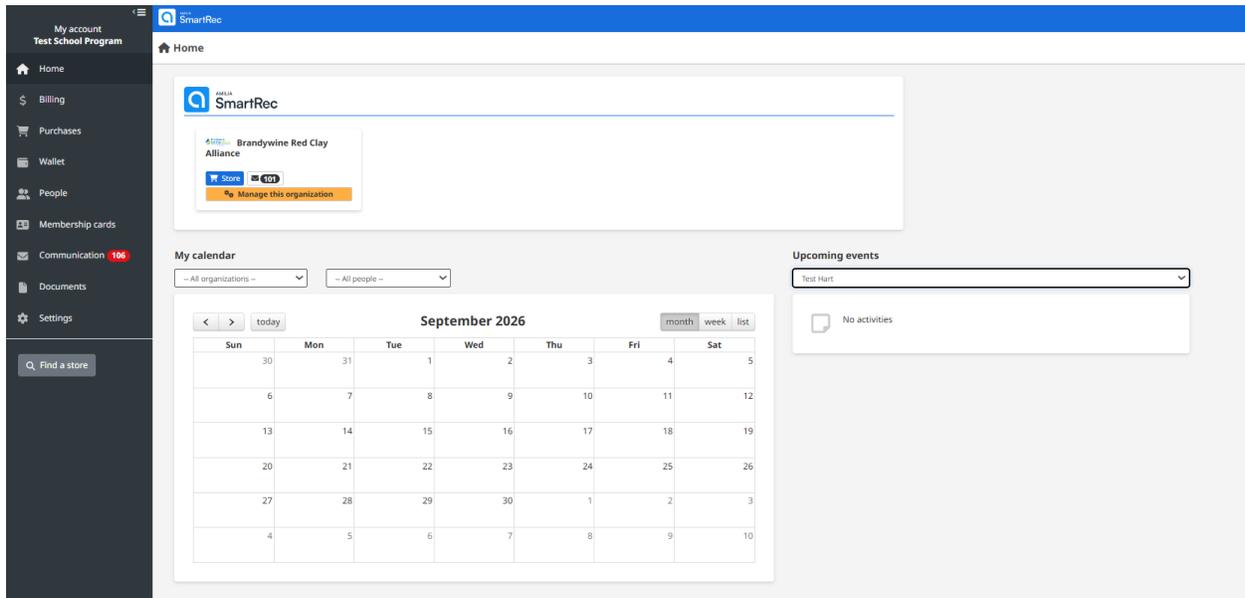
If you were at BRC during 2025, you should already have an activated account. Skip to page 3.

If you are new to BRC, watch for an email to activate your account from [notifications@amilia.com](mailto:notifications@amilia.com) with the subject line **“Welcome to Amilia on behalf of Brandywine Red Clay Alliance”** and follow the instructions.

- Please respond to this Activation Request email. You will verify your account and choose a password.  
*Don't forget to retain this password!*
- Please confirm your account and all contact information, including all household members (account members).
- You may also complete the following at this time:
  - Renew your Membership
  - **Pre-Register for Camp to fill out Forms and Waivers.** Pre-registration does not guarantee a spot in camp.
  - **Download the Amilia App** on your smart phone to view your household activity calendar, shop our programs, view Amilia ID cards and update your wallet.
  - Log into your account and **add a credit card to your Wallet** to automate future payment.

## Sign Into Amilia To Go To Your Account And The BRC SmartRec Store

- Go to [www.amilia.com](http://www.amilia.com) and login. If you don't remember your password, you can reset it here.
- You will see Your **Home** page. See the column on left to view your account information.



### Please note:

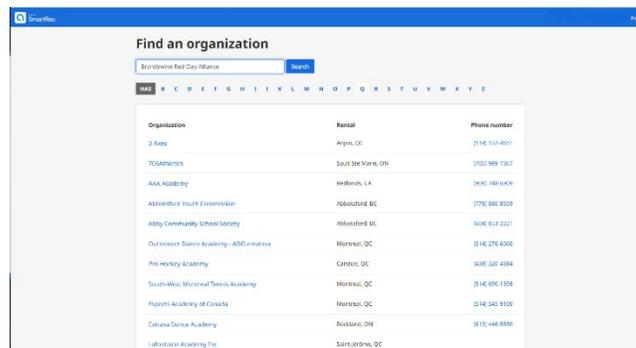
**Please disregard the Membership Cards tab. BRC does not use this feature for our memberships. If you have membership cards with another organization that uses Amilia SmartRec, you may see them there.**

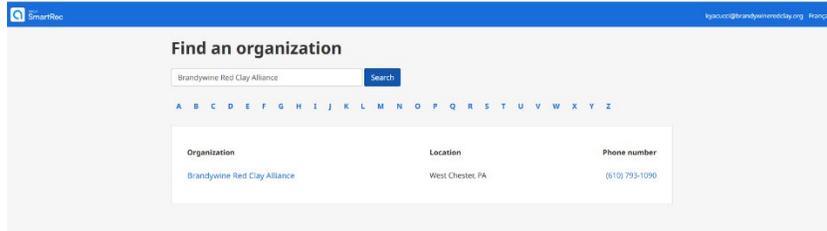
**The People tab (previously Members) on your My Account Page are your Amilia SmartRec Account Members, not necessarily your BRC Membership Members.**

**To see your current BRC Membership, select the Purchases Tab on your My Account page and scroll down to your last BRC Membership purchase.**

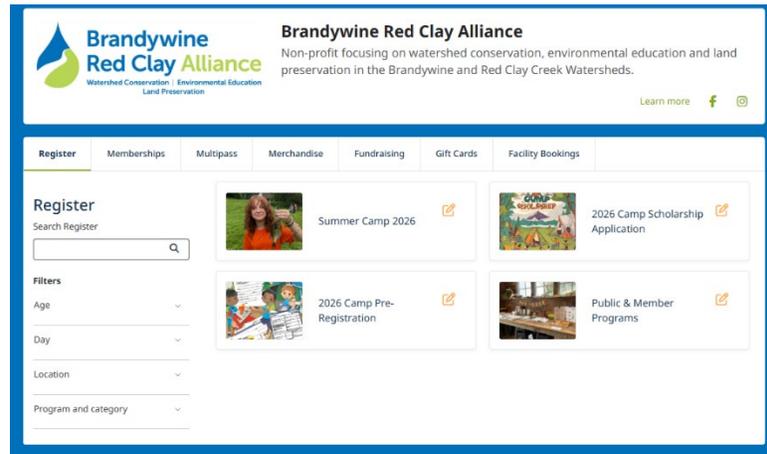
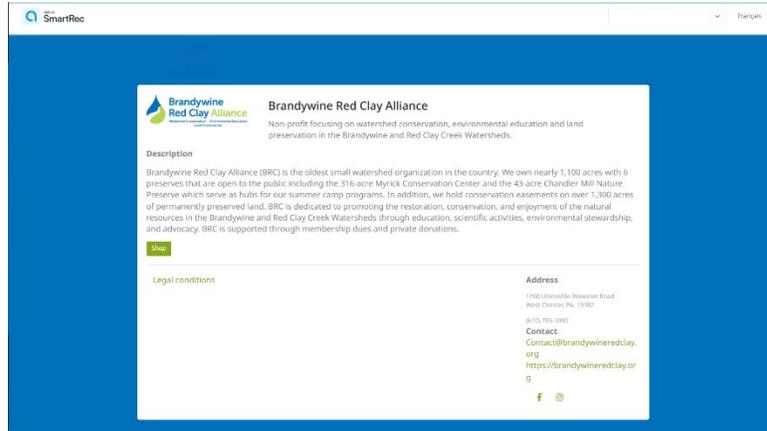
**To purchase or renew your BRC Membership, go to “To Renew Or Purchase a Membership” in this document.**

- To go to the BRC SmartRec store (if you don't see it on your home page):
  - Select **Find a store**. Find an organization > Brandywine Red Clay Alliance > Search





- Select Brandywine Red Clay Alliance, and then **Shop**.

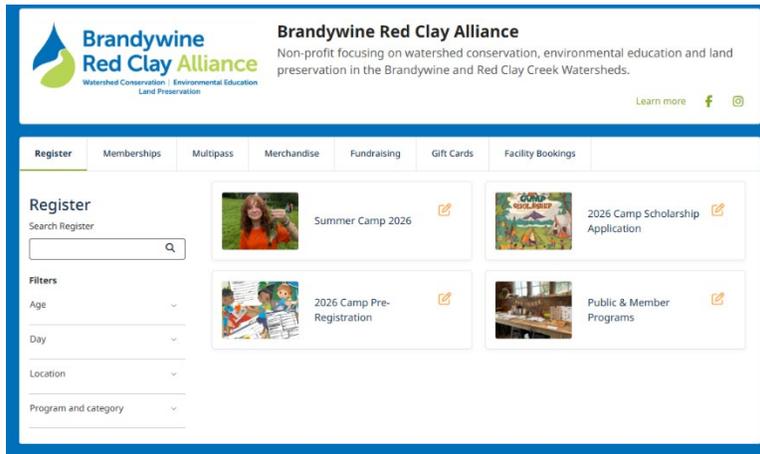


Please see the Amilia SmartRec Customer Help Center for excellent knowledge articles and to learn how to manage your personal Amilia account and how to shop at BRC’s SmartRec store.

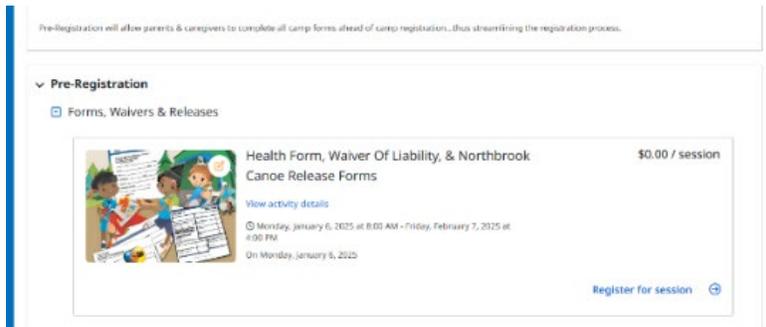
<https://help.amilia.com/en/collections/1987934-customer-help-center>

## To Pre-Register For Camp (allows completion of camp forms ahead of registration)

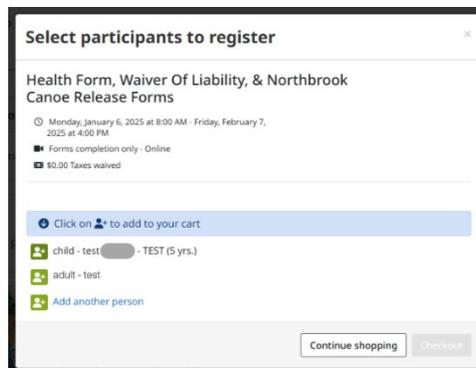
1. In the **Register** tab, select **Camp Pre-Registration**



2. Scroll to **Pre-Registration** and select **Forms, Waivers & Releases.**
3. Select **Register for Session** to complete **Health Form, Waiver Of Liability, & Northbrook Canoe Release Forms**

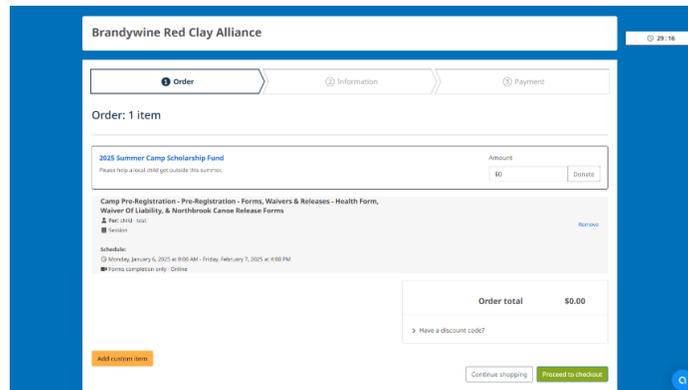


4. Select each child that you are filling out camp forms for, then select **Checkout**



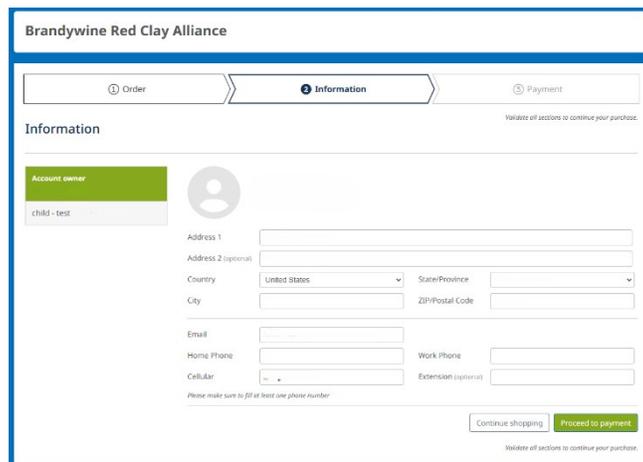
5. On Order page

- o You may contribute to our **Summer Camp Scholarship Fund** near the top of the page.

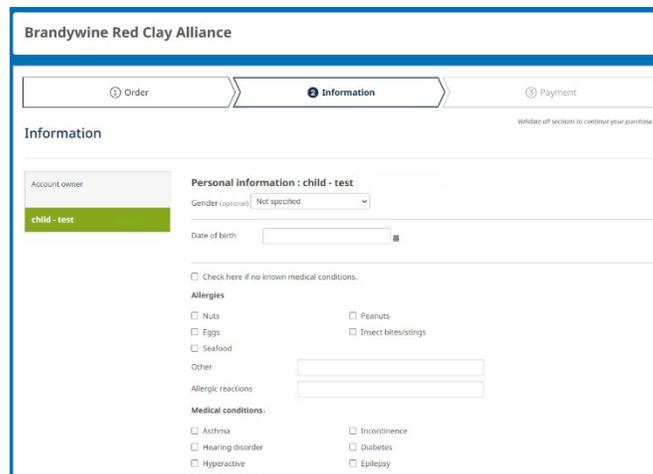


- o Select **Proceed to checkout**.

6. Complete or validate your **Account Owner** information.



7. Select the child's tab and complete or validate their information – complete all questions and accept agreements and waivers to continue.



8. Select **Proceed to payment** when forms are complete for each child.

The screenshot shows a form with four sections for selecting legal guardians and emergency contacts. Each section has a dropdown menu, an 'Edit' icon, and a 'New' button. The sections are:

- Select a Primary Legal Guardian
- Select a Secondary Legal Guardian (optional)
- Select an Emergency Contact (optional)
- Select a second Emergency Contact (optional)

At the bottom right, there are two buttons: 'Continue shopping' and 'Proceed to payment'. Below the buttons, there is a small text: 'Validate all sections to continue your purchase.'

9. Your forms are submitted!

## To Register For Summer Camp

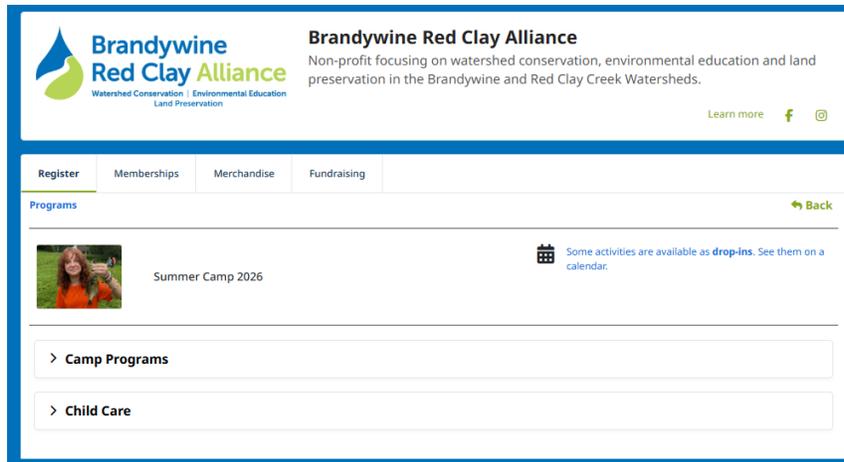
**You will have 30 minutes to complete registration and forms.**

**Reminder: you may complete camp forms early during pre-registration.**

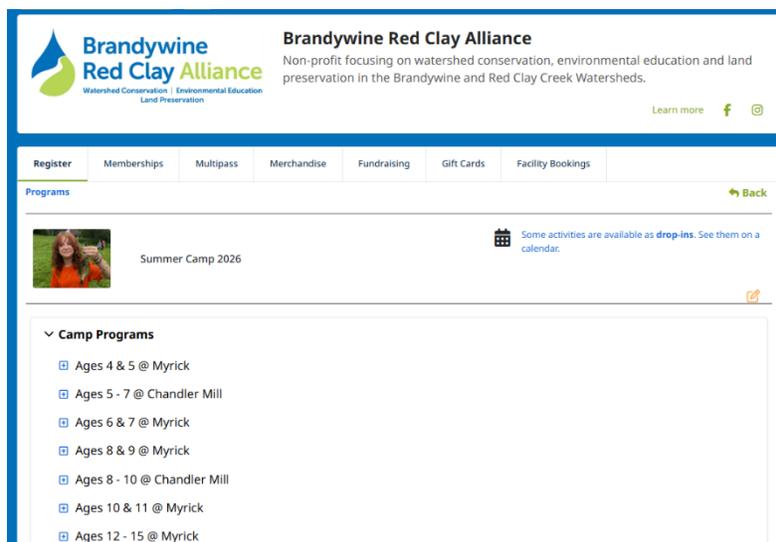
**Member only Registration February 2, 2026 to March 2, 2026**

If you are not a member, or your membership expired and you would like to register during the member only registration period, you must [purchase or renew your membership](#) first in a separate transaction.

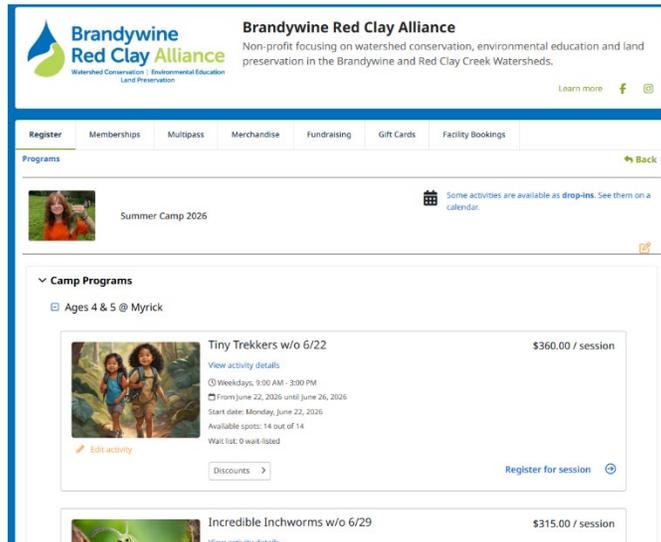
1. In the Register tab, select **Summer Camp 2026**.



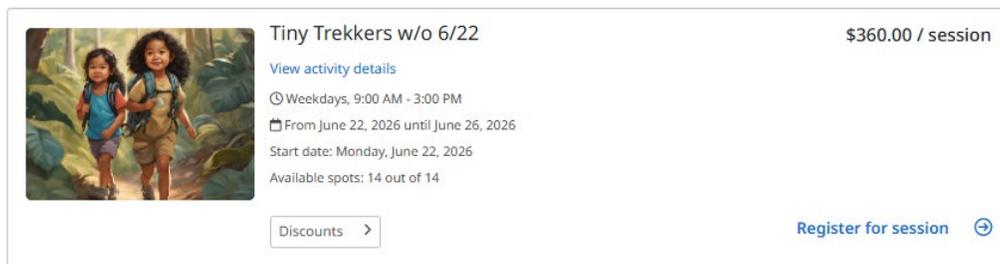
2. Then expand **Camp Programs**.
3. Choose age group and location and click + to expand.



4. Scroll down to desired camp(s).

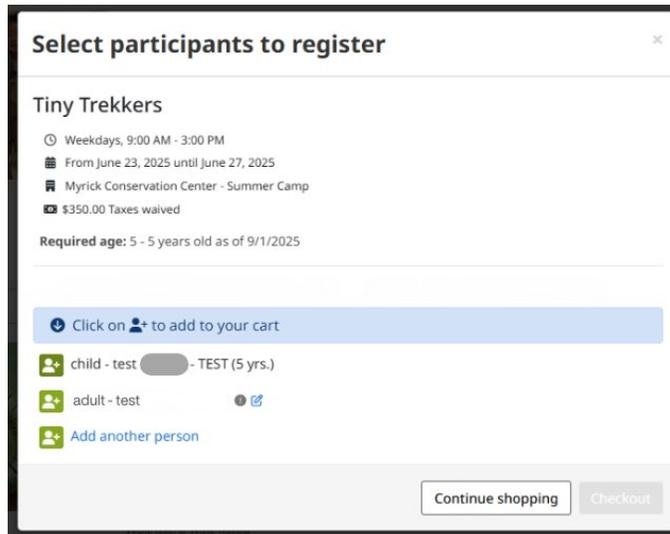


5. You can view Start date, Available spots and # Waitlisted immediately. Non-member price is listed here. Member discounts are applied at check out.

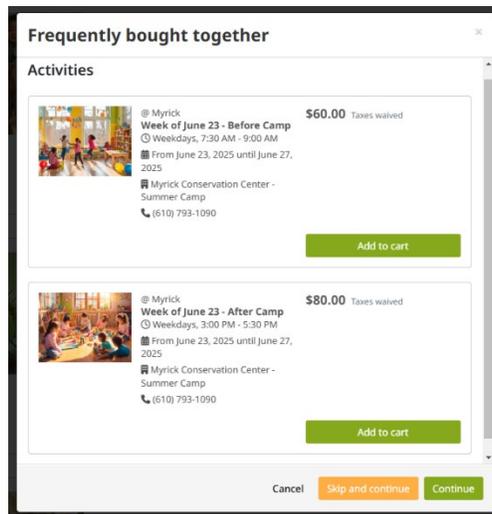


6. Select **View activity details** to see more information including Member price.
7. Select **Discounts >** to see Member Discount and 4 & 5 year old Half Day price if available.
8. Select **Register for Session**.

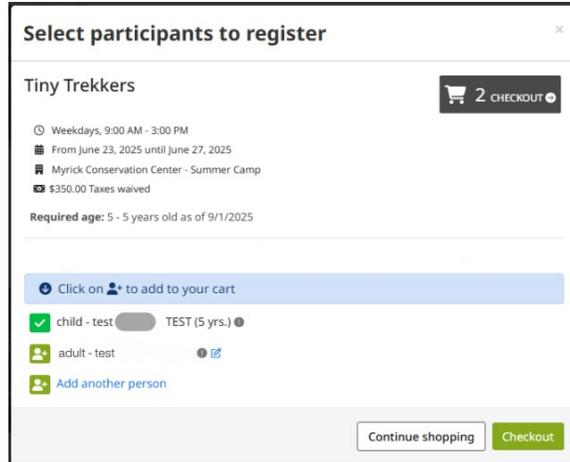
9. Select icon next to child's name.



10. Next **Frequently bought together** will pop-up showing Child Care: Before & After Camp available for that week.
- a. If you want to sign up for Before and/or After Care, select **Add to Cart** for either or both. Select **continue**.
  - b. Or select **Skip and continue** if you're not interested in purchasing before and/or after care at this time.



11. To register for another camp select **Continue shopping**.

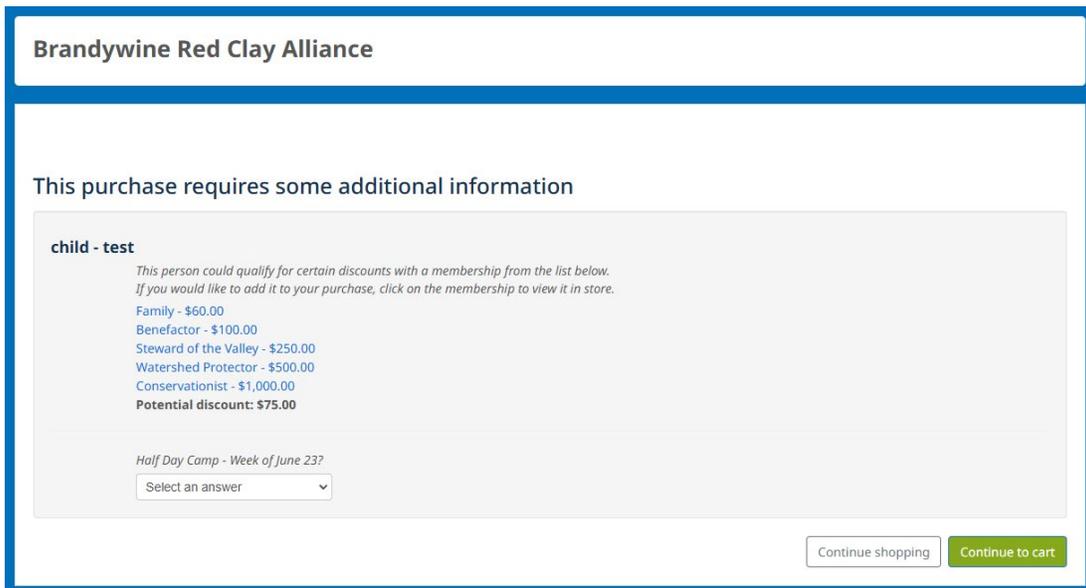


12. Scroll to desired age group and camp(s) and follow steps above again for each child and camp.

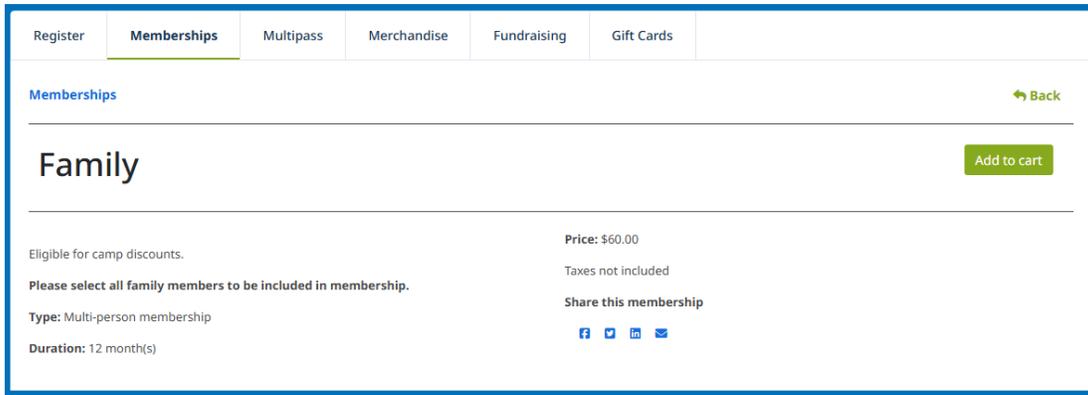
13. If you are ready to check out, select **Checkout**.

14. **This purchase requires some additional information** for BRC Membership may show up if you do not have a current membership (during non-member registration) or if you are able to renew your membership. If you would like to renew or purchase a membership at this time:

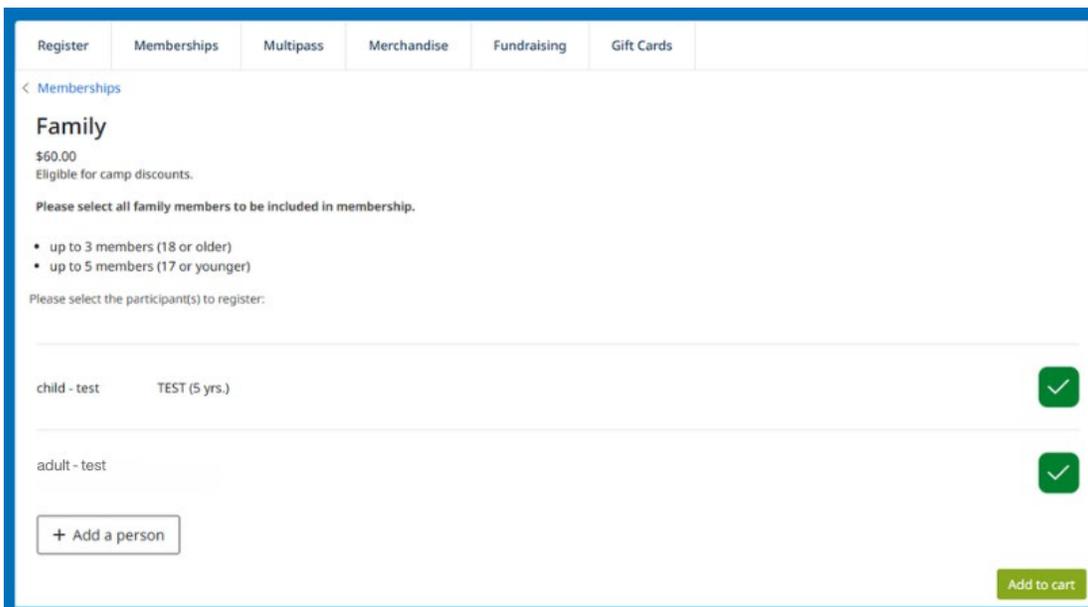
- a. Select membership type (family and above is needed for camp discounts) and select **Continue to cart**.



b. Select **Add to Cart**

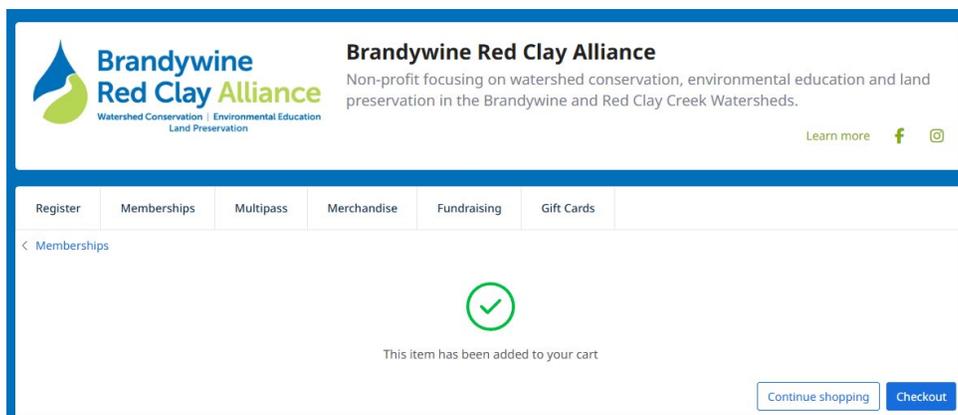


- c. **Very Important: Be sure to select all household members to be included in the membership,** otherwise member or camp discounts will not be applied. If you need to add a person (ex. A child newly eligible for camp), select **Add a person** and complete information.



- d. Select **Add to cart**.

15. Select **Checkout** .



## 16. Your **Order Summary**

- Lists the registrations and purchases in your cart.
- Member discounts, and Half Day camp discounts are listed on separate lines.
- You may also contribute to our **Summer Camp Scholarship Fund** near the top of the page.

Brandywine Red Clay Alliance

Order Information Payment

Order: 3 items

2025 Summer Camp Scholarship Fund  
Please help a local child get outside this summer. Amount: \$0 Donate

Summer Camp 2025 - Child Care - @ Myrick - Week of June 23 - Before Camp  
Part: child - last  
Session: \$60.00 \$60.00 Remove  
Schedule:  
Weekdays, 7:30 AM - 9:00 AM  
From June 23, 2025 until June 27, 2025  
Myrick Conservation Center - Summer Camp

Summer Camp 2025 - Camp Programs - Ages 4 & 5 @ Myrick - Half & Full Days Available - Tiny Trekkers  
Part: child - last  
Session: \$350.00 \$350.00 Remove  
Schedule:  
Weekdays, 9:00 AM - 3:00 PM  
From June 23, 2025 until June 27, 2025  
Myrick Conservation Center - Summer Camp

Family  
Part: child - last - last - last  
\$60.00 \$60.00 Remove

Camp Discounts - Family Members- Discount of \$75.00  
Summer Camp 2025 - Camp Programs - Ages 4 & 5 @ Myrick - Half & Full Days Available - Tiny Trekkers / child - last (\$75.00) (\$75.00)

Half Day Camp - Week of June 23, 2025  
Discount of \$75.00 (Half Day Camp - Week of June 23/ Yes - Half Day (9:00 am - 12:00 pm)) Summer Camp 2025 - Camp Programs - Ages 4 & 5 @ Myrick - Half & Full Days Available - Tiny Trekkers / child - last (\$75.00) (\$75.00)

Order total \$320.00

Have a discount code?

Add custom item

Continue shopping Proceed to checkout

17. Select **Proceed to check out** or **Continue shopping** to register for more camps.

18. Complete or validate all sections to continue. Please review if information was entered previously.

- Complete or validate Account owner information

Brandywine Red Clay Alliance

Order Information Payment

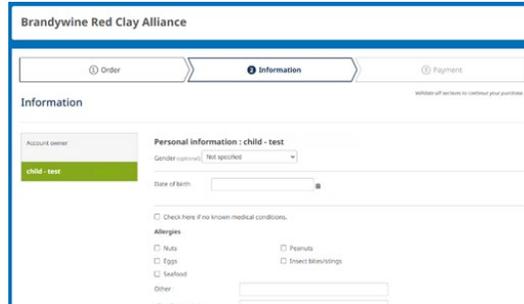
Information  
Validate all sections to continue your purchase.

Account owner  
child - last

Address 1  
Address 2 (optional)  
Country: United States State/Province  
City ZIP/Postal Code  
Email  
Home Phone Work Phone  
Cellular Extension (optional)  
Please make sure to fill in best one phone number

Continue shopping Proceed to payment  
Validate all sections to continue your purchase.

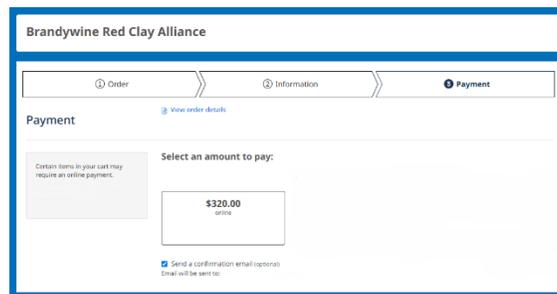
- b. Complete or validate Child Information – complete all questions and accept agreements and waivers to continue.



- c. Complete or validate other member information if you purchased a membership.

***You must complete all required information and waivers to proceed to payment and complete your camp registration***

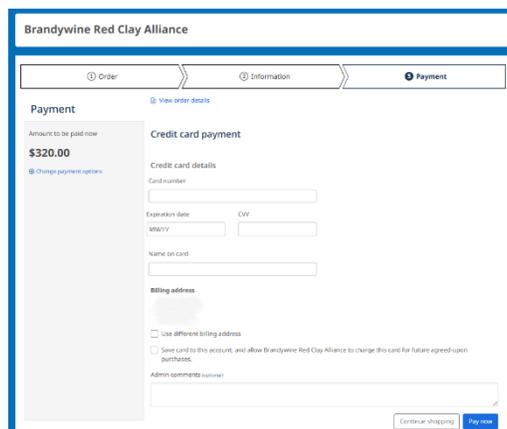
**19. Select Proceed to payment**



**20. Enter payment information.**

21. You may select [View order details](#) so see itemized summary of your order if desired.

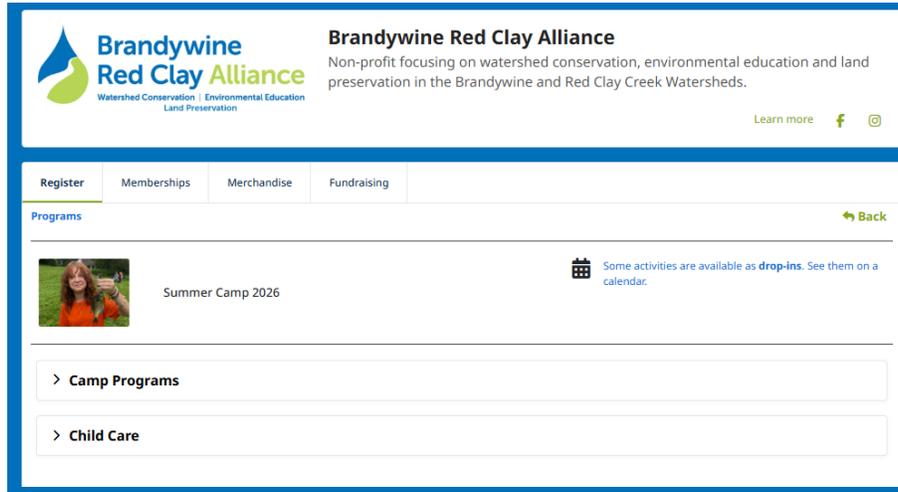
**22. Select Pay now**



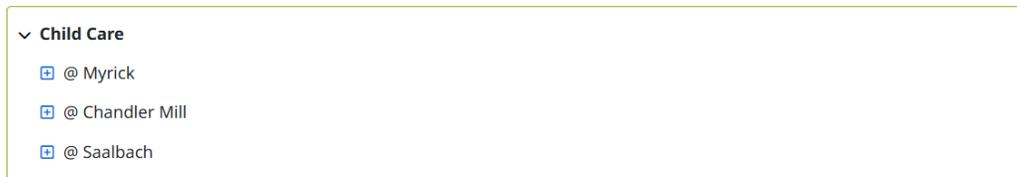
# To Register For Child Care After Registering For Camp, Or As A Separate Transaction, Or For Single Days Of Child Care

(Please only register for weeks that your child is at camp & please double check the location)

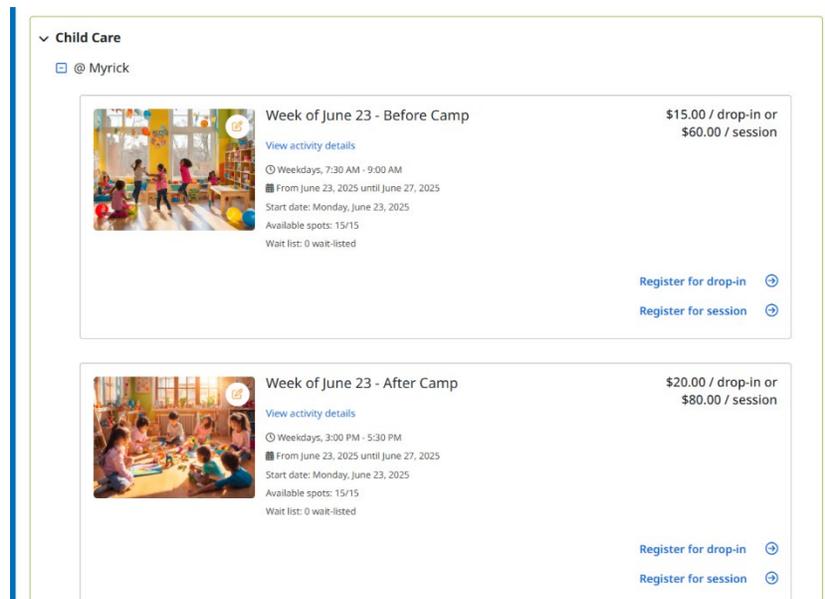
1. In Register tab, select Summer Camp 2026
2. Select Child Care



3. Select **location** where child is attending camp.



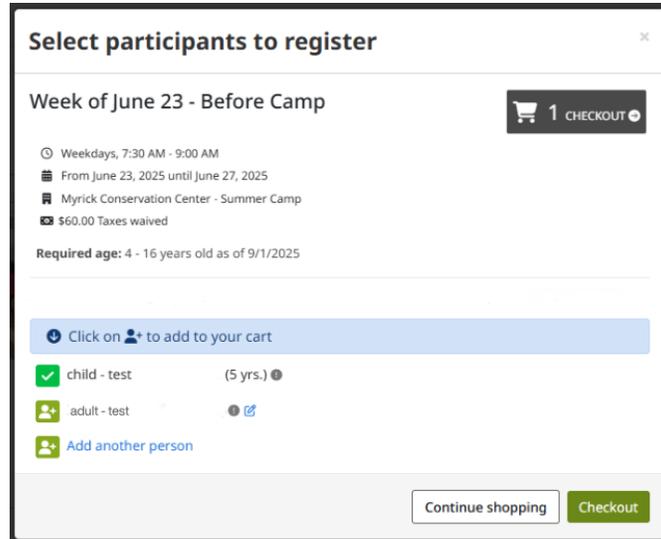
4. Scroll to desired **Week** and **Before Camp** or **After Camp**.



**Each Before or After Camp care and Week must be selected and registered for separately.**

**5. To register for the entire week, select Register for Session.**

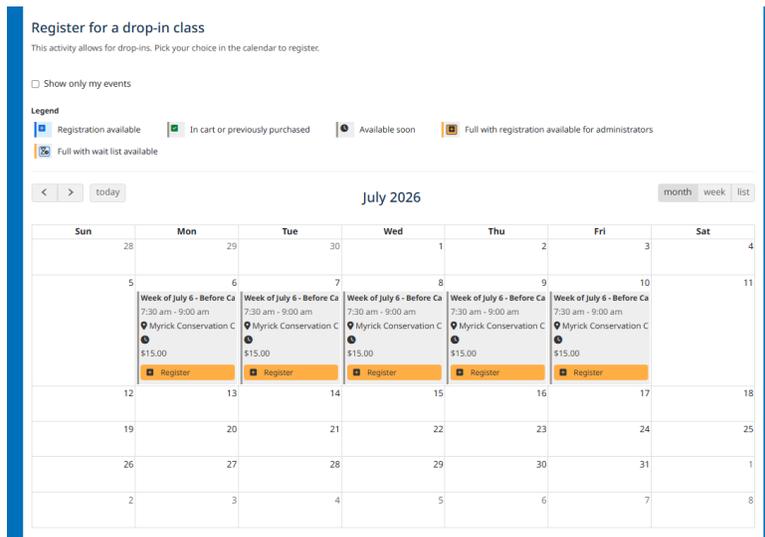
- a. Select child(ren) attending



- b. Select **Continue shopping** to register for additional Before or after Care

**6. To register for individual days, Select Register for drop-in**

- a. For each day, on the calendar select **+ Register** on the day(s) you would like to register your child for Before or After Camp care



- b. Select child(ren) attending, and select **Continue shopping** to select additional days

- 7. Be sure you have registered for each camp week and each Before Camp or After Camp care that you want your child(ren) to attend.
- 8. Select **Checkout** and review your order
- 9. Click **Proceed to checkout**.

## To Renew Or Purchase A Membership

1. In the Memberships Tab, scroll to desired membership level
  - o **Family or above are eligible for camp discounts and early registration.**

**Brandywine Red Clay Alliance**  
Non-profit focusing on watershed conservation, environmental education and land preservation in the Brandywine and Red Clay Creek Watersheds.

Learn more [f](#) [@](#)

**Memberships** Fundraising

**Memberships**

Search

|  |                 |
|--|-----------------|
| <b>Introductory</b><br>NO camp discounts.  | <b>\$25.00</b>  |
| <b>Individual</b><br>NO camp discounts.  | <b>\$40.00</b>  |
| <b>Family</b><br>Eligible for camp discounts.<br>Please select all family members to be included in membership.                | <b>\$60.00</b>  |
| <b>Benefactor</b><br>Eligible for camp discounts.<br>Please select all family members to be included in membership.            | <b>\$100.00</b> |
| <b>Steward of the Valley</b><br>Eligible for camp discounts.<br>Please select all family members to be included in membership. | <b>\$250.00</b> |

2. Choose Membership Level and select **Add to cart**
3. Your selection will be listed at top

**Very Important: Be sure to select all household members to be included in Membership,** otherwise member or camp discounts will not be applied. If you need to add a person (ex. A child newly eligible for camp), Click Add a person and complete information.

Register Memberships Multipass Merchandise Fundraising Gift Cards

< Memberships

### Family

\$60.00  
Eligible for camp discounts.

Please select all family members to be included in membership.

- up to 3 members (18 or older)
- up to 5 members (17 or younger)

Please select the participant(s) to register:

child - test TEST (5 yrs.)

adult - test

+ Add a person

Add to cart

4. Select **Add to cart**
5. Select **Checkout** review your order.
6. Select **Proceed to checkout**

Brandywine Red Clay Alliance

1 Order 2 Information 3 Payment

Order: 1 item

2026 Summer Camp Scholarship Fund  
Please help a child get outside for summer camp in 2026. Amount: 0 Donate

Summer Camp 2026 - Child Care - @ Myrick - Week of July 6 - Before Camp  
For: Eric Stefferud  
Session: \$60.00 Remove  
Schedule:  
Weekdays, 7:30 AM - 9:00 AM  
From July 6, 2026 until July 10, 2026  
Myrick Conservation Center - Summer Camp

Order total \$60.00

> Have a discount code?

Add custom item

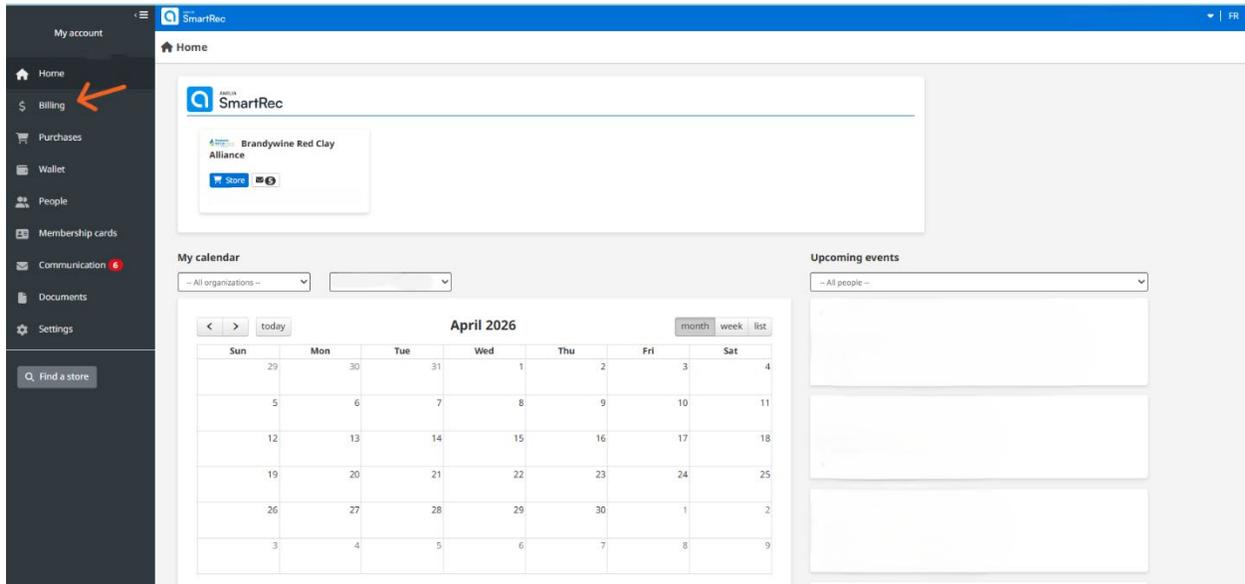
Continue shopping Proceed to checkout

7. Complete and/or validate all sections to continue to payment.

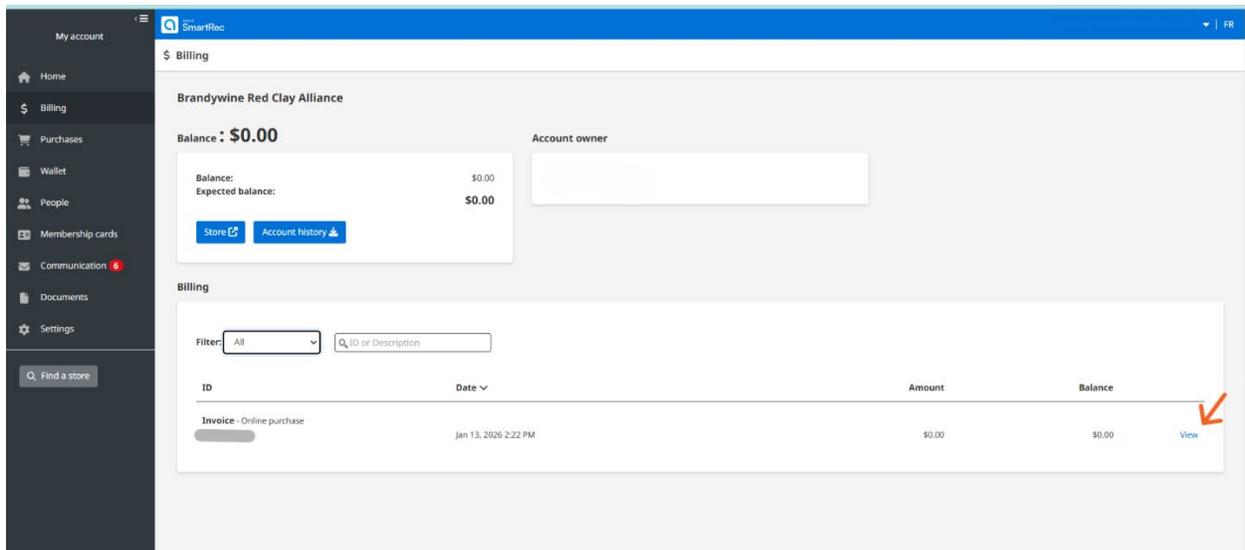
**To view your current BRC membership, select the Purchases tab on your My Account page and scroll down to find your BRC membership information. You may view household members included in the BRC membership and expiration date.**

## To Print an Invoice / Receipt:

- Go to [www.amilia.com](http://www.amilia.com) and login.
- On **My Account** page click **Billing** on left side of screen.



- Select the Invoice you would like to print from list and click **View**.



- Click View/print original.

Invoice [redacted] ×

**Amount: \$0.00** Jan 13, 2026 2:22 PM

**Online purchase**

| Items  |        |
|--|--------|
| [redacted] / Public & Member Programs - 2026 - Testing - | \$0.00 |
| [redacted] / Public & Member Programs - 2026 - Testing - | \$0.00 |
| [redacted] / Public & Member Programs - 2026 - Testing - | \$0.00 |

- Expand screen if needed and click Print.

## Log Into Your Account And [Add A Credit Card To Your Wallet](#) To Automate Future Payments

1. Click the **Wallet** tab to add and manage payment information
2. Click **Add a credit card**
3. Enter your information and save
4. Add **Brandywine Red Clay Alliance** to the list of Authorizations for the card. This allows us to charge the card when making a purchase on your behalf, update an expired credit card at checkout and pay off an outstanding balance.

## Donate To Our Summer Camp Scholarship Fund

1. Click on Fundraising tab,
2. Enter amount
3. Click Donate. The amount will be added to your cart.