

How to Make ONLINE CAMPGROUND RESERVATIONS

1. **CLICK the “ONLINE RESERVATIONS” icon** located below the large photo on the homepage at makeyourdayhere.com.
2. **SIGN-IN by entering your Username and Password.** If you do not already have an account you will need to create one. “Click Here” after “Need an Account” if you need to create one.
3. **SELECT YOUR CAMPGROUND PREFERENCE:** Blue Springs, Jacomo, or Longview.
4. **REFINE YOUR SEARCH.** Enter your Begin Date and the number of Days/Nights requested. If you want to refine your search to include only a particular feature, such as Electric Site or Full Hook-up, you can do that at this time. Click on “Search.” *NOTE: The default for Begin Date is always the next day, so if you come back for whatever reason to do a second search, always check that the Begin Date is your date of choice and that it hasn’t changed to the default date. Also check the number of Days/Nights as it too has a default amount.*
5. **VIEW THE MAP OF CAMPGROUND SITES** at your chosen location. For Blue Springs and Longview, select the West or East Loop, depending on which one meets your search criteria. You can determine this by looking at the Legend at the top right. Sites with a shaded red circle are unavailable. Sites with an open black circle were not a part of your search criteria. Select your preferred available site and a bright yellow banner will appear across the top of the screen. Select “Add to Cart.”
6. **READ the Jackson County Parks + Rec Rules & Regulations**, check **“I agree with the above”** and click “Continue”.
7. **REVIEW YOUR RESERVATION** to make sure everything is correct.
8. **CLICK “Proceed to Checkout”** - Review the Summary of Charges, enter the Payment Method and the Billing Information and click “Continue”.
9. **ENTER YOUR CREDIT CARD INFO AND BILLING ADDRESS** on the payment screen. We accept Visa, MasterCard and Discover.
 - a. You will receive a PDF copy of your receipt at the email address listed in your household account. Read through the rules and regulations for Jackson County Parks + Rec attached to the receipt.
10. **TRANSFERS & CANCELLATIONS.** No refunds for inclement weather or early departure. For cancellations, a one-night fee will be charged. All site transfers are subject to a \$10 fee.
11. **CONTACT THE ADMINISTRATION OFFICE at (816) 503-4805** during business hours with any questions.

12. THANK YOU FOR CHOOSING TO "MAKE YOUR DAY" IN OUR JACKSON COUNTY PARKS!