# St. John's Rock ORV Trail Reservations Walkthrough

How to Purchase a Campground Reservation with Daily Use Permit

### Login to Compass



## Select 'Permits & Camping'



This will take you to the Product Catalog

Click to expand the Off-Road Vehicle Banner

Next, select 'St. John's Rock ORV Trail Camping & Daily Use Permit'



Click the '?' next to the Product Name and review the Product Description







Compass will check for availability of campsites for the date(s) you have selected

If no campsites are available that date, please choose another date and repeat the process Next a campsite map will be displayed.

Note: for some very low resolution monitors, you may not be able to see the 'Next' button at the bottom of your screen. To adjust, zoom out through your browser (or use the keyboard shortcut: Hold Ctrl & click the minus button)



Select your desired campsite location on the map; note that the composting toilet facility is located in the corner of the Parking Lot closest to Site #1

When completed, click Next



Note that only those campsites that match the campsite type you chose (large or small) will be selectable Also, any

Also, any previously reserved campsites will not be selectable Input the number of ORVs and the days they will be used.

Note that large campsites come with 4 **ORV** permits and small campsites come with 2 ORV permits (the minimum levels for each size campsite).



Included permits (the minimum) must all be used on the <u>same day</u>.

If you need more than the included permits, you may purchase them separately, depedning on availability. Review the reservation details to ensure all aspects of the reservation were captured accurately



Click Proceed to Checkout Compass will take you back to the product catalog so that any additional items may be added to the shopping cart



When ready, click Proceed to Checkout

Confirm the shopping cart products meet your expectations and click 'Check Out'

Review your addresses (update if necessary), then Click 'Check Out'

ARYLAND NATURAL RESOURCES		T		C MPASS	
		Welcome noemail@smail.com   Logout   Help   📷 1 items			
A Home					
Review Addresses			Update Address Check Out		
Address	City	State	Zip	Address Type	
123 Main St	WestminsterW	MD	21157	Home/Primary	
123 Main St	WestminsterW	MD	21157	Billing	
123 Main St	WestminsterW	MD	21157	Mailing	
٠					

Please review the address information above and choose Update my Address to update any address type that is not current.



Important Refunds for <u>ORV</u> Camping Reservations are available per the Department's Refund policy as posted on **ORV Home** webpage; or contact the Savage River State Forest Office for more info. 301-895-5759



#### **\*\*** DEPARTMENT OF NATURAL RESOURCES MARYLAND COMPASS Online Licensing and Registration System Review and Required fields are highlighted with an asterisk. Payment information: input your Amount:\* \$50.00 🚱 Transaction Number:\* T0000I174471267 🚱 payment CustomerName:\* Customer, Lucy 🚱 Customer Address:\* 123 Main St 🚱 Telephone: 0 information AmountDue:\* 50.0000 🚱 Please enter the following information about your payment method: Cardholder's Name:\* Lucy Customer Cards Accepted: Card Number:\* Signature Panel Code:\* Expiration Date:\* MM 🔻 YYYY 🖲 🚱 Billing information: Address Line 1:\* 123 Main St 🚱 Country:\* US 🖗 ZIP Code: 21157 🚱 City: WestminsterW 🚱 State: MD 🚱 Continue

## Click 'Continue'

	NATURAL RESOL	INCES
COMPASS Online Lic	ensing and Registration System	
Required fields are highligh	ted with an asterisk.	
Payment information:		
Amount.	\$50.00 🥑	
CustomerName:*	Customer Lucy 2	
Customer Address:*	123 Main St 🙆	
Telephone:		
AmountDue:	50.0000 🚱	
Cardholder's Name:* Cards Accepted:	Lucy Customer Ø	
Caru Number: <u>"</u> Signature Danel Code: <b>"</b>	41111111111111	
Signature Panel Coue:	1234	
Expiration Date:	01 • 2022 • 0	
Billing information:		
Address Line 1:*	123 Main St 🕖	
Country:*	US 🚱	
ZIP Code:	21157 🚱	
City:	WestminsterW 🕜	
State:	MD 🚱	

## Perform a final review and, if correct, click 'Confirm Payment'

## MARYLAND DEPARTMENT OF NATURAL RESOURCES

#### COMPASS Online Licensing and Registration System

 Please verify the following information:

 Amount:
 \$50.00

 Transaction Number:
 T00001174471267

 CustomerName:
 Customer, Lucy

 Customer Address:
 123 Main St

 AmountDue:
 50.000

#### Card information:

Cardholder's Name:	Lucy Customer
Card Type:	Visa
Card Number:	***************1111
Signature Panel Code:	****
Expiration Date:	1/2022

#### Billing information:

Address Line 1:	123 Main St
Country:	United States
City:	WESTMINSTER
State:	Maryland
IP Code:	21157

Is this information correct?

Confirm Payment Modify Payment

Wait while the payment is processed



Once completed, click 'Print **ORV** Trail Reservation Permit and 'Print Sales Receipt' to generate these important documents



for assistance.

Please also print a copy of your receipt for your records.

Thank you for using COMPASS.

Print ORV Trail Reservation Permit

Print Sales Receipt

A Home

Review and print ORV Campsite Reservation Permit document

Important: You must display your campsite permit on your dashboard to verify purchase



DNR Id: 2102963 Customer Name: Lucy Ann Customer Transaction Date: 7/10/2017 Transaction Number: T00001174471267

#### Trail Location: St. John's Rock Trail

Date	Day Use Permit(s)	Camping
7/23/2017	4	Large / #3

Important Terms for Campsites: PARIMG - All vehicles MUST be parked within the designated campsite footprint. NO CAMPSITE PARING is permitted in the Day Use parking lot, as those parking spaces are for Day Use reservations ONLY. All campsite vehicles MUST display proof of parking on the front dash of vehicle in clear view through windshield.

CHECK-NJ / CHECK-OUT is 3:00PM. ALL TRASH MUST be packed out and site left in a clean condition. Trail use is ONLY PENMITED during DAYLIGHT hours - however, the primary road for entering / exiting the Trail may be used during nightime hours. QUET HOURS are 11:00PM to 6:00AM. Pets MUST be on a leash or under control of nomer at all times.

CANCELLATION / REFUND POLICY - Campsite reservations that are cancelled 30 days or more prior to scheduled arrival date can receive a full refund, less a 56 per reservation cancellation service charge. Campsite reservations cancelled between 29 and 8 days prior to scheduled arrival date will receive a 50% refund, less a 56 per reservation cancellation service charge. No refunds will be made for campsite reservation cancellations that are made 7 or tes days prior to scheduled arrival date, for no-shows, or early departures after the date of scheduled arrival.

CONTACT INFORMATION - This ORV Trail facility is managed by the Savage River State Forest. Office hours are Monday-Friday, 8:30AM-4:30PM, closed on State Holidays. Phone is <u>301-895-5759</u>. Email:stjohnsrock.dnr@maryland.gov



#### Department of Natural Resources

#### Payment Receipt

#### Date: 07/10/2017

Lucy Ann Customer 123 Main St WestminsterW, MD 21157 United States 
 Customer DNR Id:
 2102963

 Transaction Number:
 4471267

 Transaction Code:
 T00001174471267

 Residency Status:
 Resident

#### Sales Location: Online COMPASS Sales (JMT)

Product Name	Quantity	Unit Price	Total Price
St. John's Rock ORV Trail Camping & Daily Use Permit	1	\$50.00	\$50.00
Total:	1		\$50.00

#### All Sales are Final

Find Maryland Fishing Spots: http://gisapps.dnr.state.md.us/PublicFishingAccess

Learn how to minimize the potential health risks from contact with bacteria in tidal water: http://www.marylandhealthybeaches.org/