

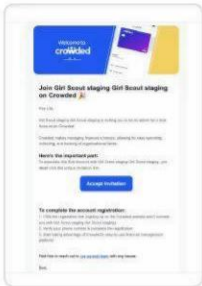
Welcome to Crowded

Follow these steps to set up your account and start managing your troop's finances.

You will need your mobile number to complete registration

Before you begin: Your council will send you an invitation email. You must click the unique link in that email to properly connect your account. Signing up directly on the Crowded website will not link you to your organization.

1 Accept Your Council's Email Invitation



Your council sends you an invitation to join as a sub-account admin.

- 1 Check your inbox for an email from Crowded referencing your organization.
- 2 Open the email and read the instructions before proceeding.
- 3 Click the blue Accept Invitation button. This is the only way to link your account to your council.

✓ Do not sign up directly on the website — use the unique link in this email.

2 Enter Your Personal Details

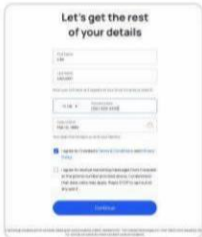


After clicking the link, you will be taken to a registration page.

- 1 Confirm your first and last name are correct.
- 2 Enter your mobile phone number. This is required for two-step verification.
- 3 Enter your date of birth to verify your identity.
- 4 Check the box to agree to the Terms and Conditions.

You must enter a valid mobile number — Crowded uses SMS verification for every login.

3 Review and Confirm Your Information



Double-check that all your details are correct before continuing.

- 1 Verify your full name matches your government-issued ID.
- 2 Confirm your phone number is correct. This is the number that will receive your verification code.
- 3 Verify your date of birth is entered accurately.
- 4 Tap the blue Continue button once everything looks good.

⚠ If your phone number is wrong, tap back to correct it before continuing.

4 Verify Your Phone Number via SMS

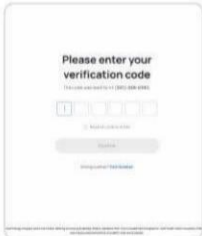


Crowded sends a one-time code to confirm your identity.

- 1 On the Verify your number screen, make sure SMS is selected.
- 2 Tap Send SMS to receive your verification code.
- 3 Check your text messages. A 6-digit code will arrive within seconds.

If you entered the wrong number, tap Edit Number to go back and correct it.

5 Enter Your Verification Code



Type the 6-digit code sent to your mobile number.

- 1 Open the SMS text message you received from Crowded.
- 2 Enter the 6-digit code into the boxes on screen, one digit per box.
- 3 Tap Confirm once all 6 digits are entered.

Didn't receive the code? Wait for the timer to expire, then tap Resend code.

6 Create Your 4-Digit Passcode



Set a passcode to keep your account secure.

- 1 You will see a prompt to Create a 4-digit code.
- 2 Enter a 4-digit code that you will remember.
- 3 Tap Next to confirm and continue to your dashboard.

Choose a passcode that is easy for you to remember but hard for others to guess.

7 You're In! Welcome to Your Dashboard



Setup is complete. You can now access your Crowded account and manage your organization's finances.

- 1 You may be prompted to Set a Passkey for faster future logins. Tap Set Up to enable it, or Skip for now.
- 2 Your Dashboard will show your account balance, expense cards, cash flow, collections, and transactions.
- 3 Use the left-hand navigation to explore Collections, Accounts, Cards, Contacts, Transactions, and Finance.
- 4 You are now ready to start collecting dues, managing expenses, and tracking your troop's finances!

If you need help, click the Support link in the bottom right of your dashboard to reach the support team.