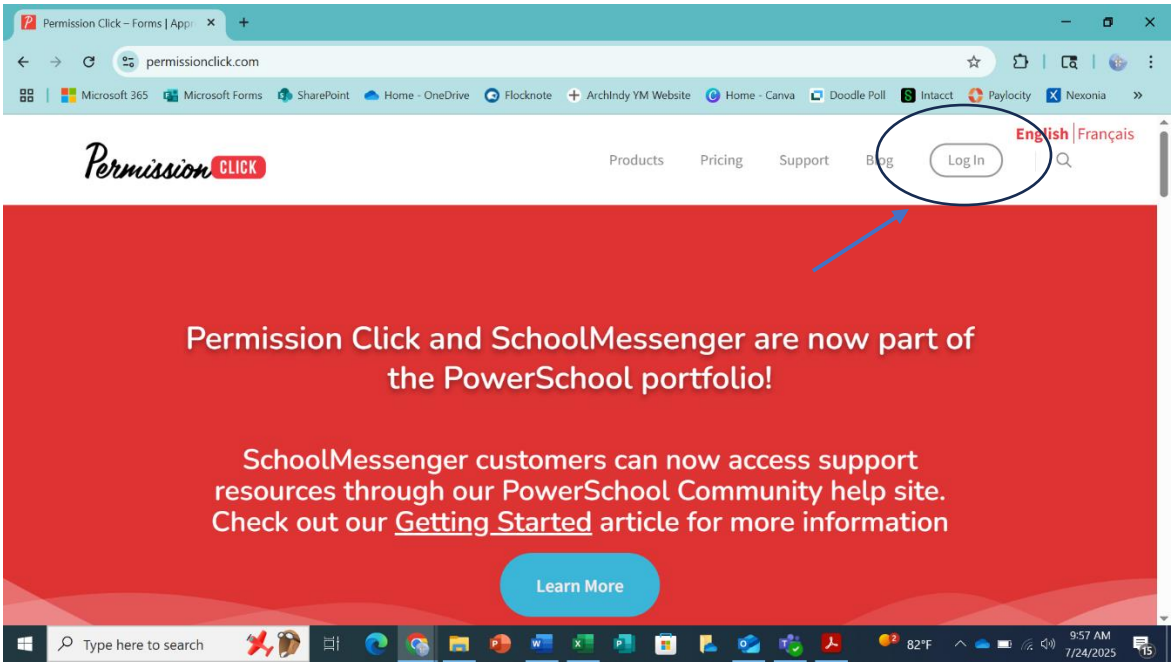
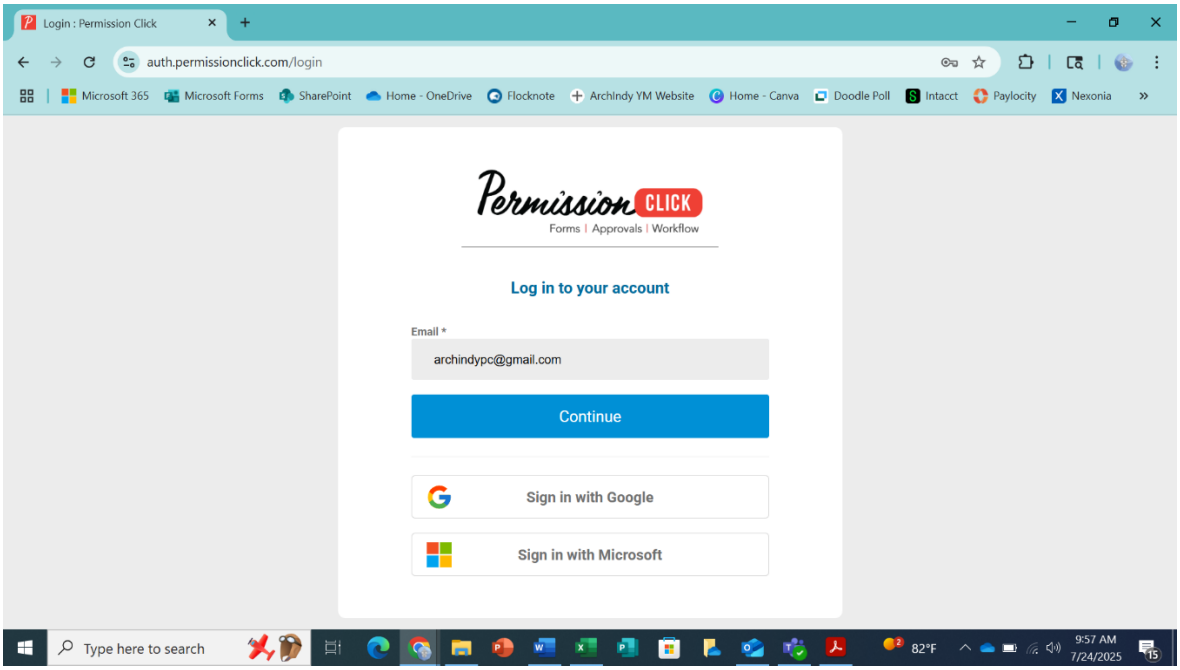
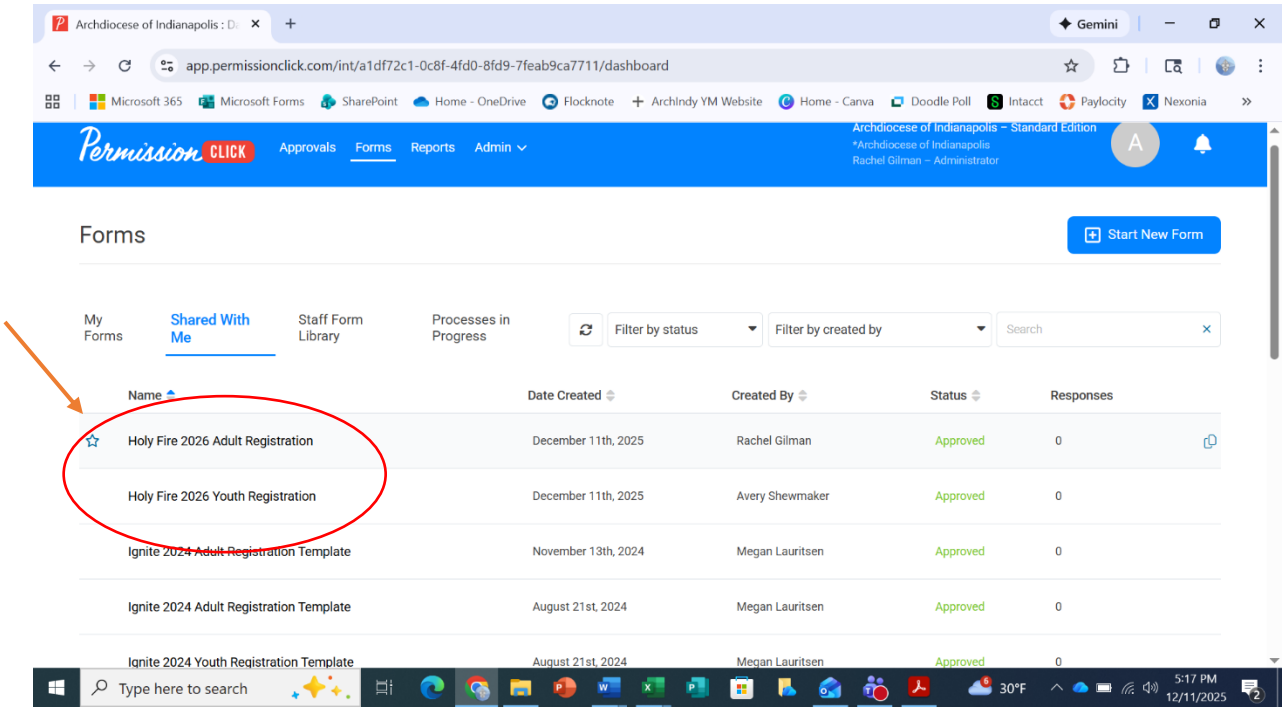
Permission Click Individual Registration Instructions

1. Log in to Permission Click: https://permissionclick.com/
    a. New to Permission Click? Look out for an invitation email from Permission Click inviting you to activate your account or contact Avery for help
    b. Forgot your password? Use Permission Click's "Forgot Password?" feature



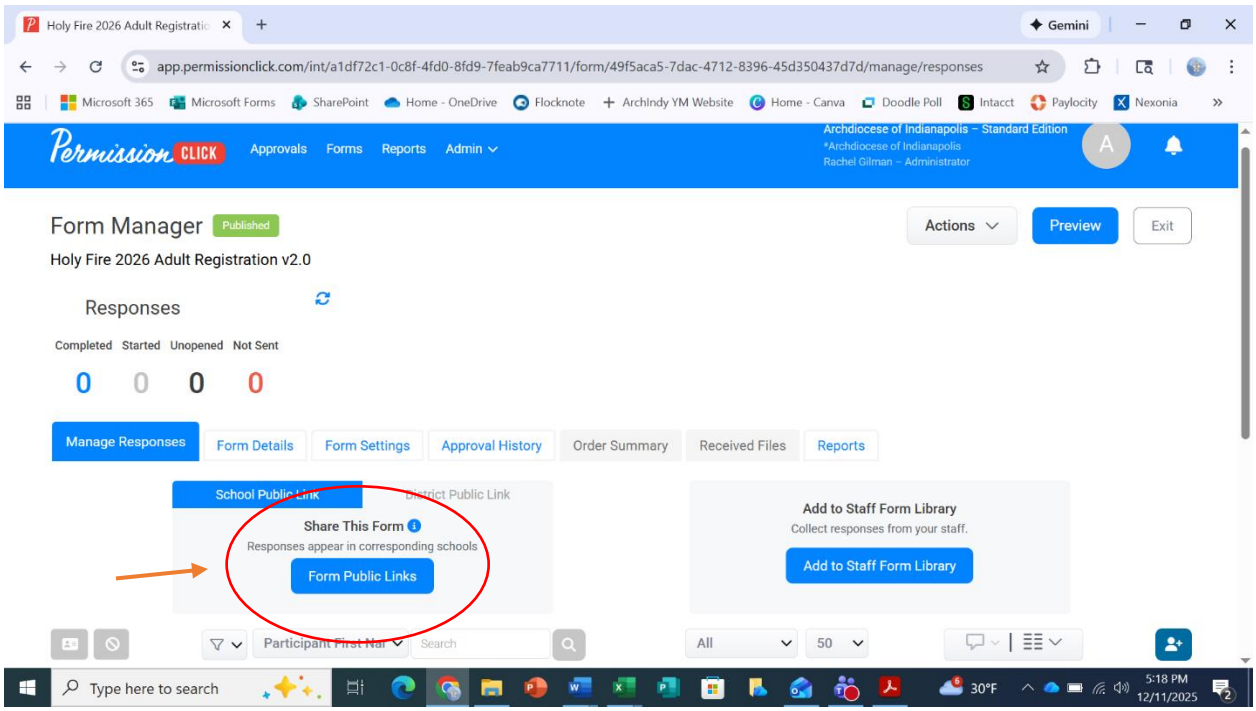


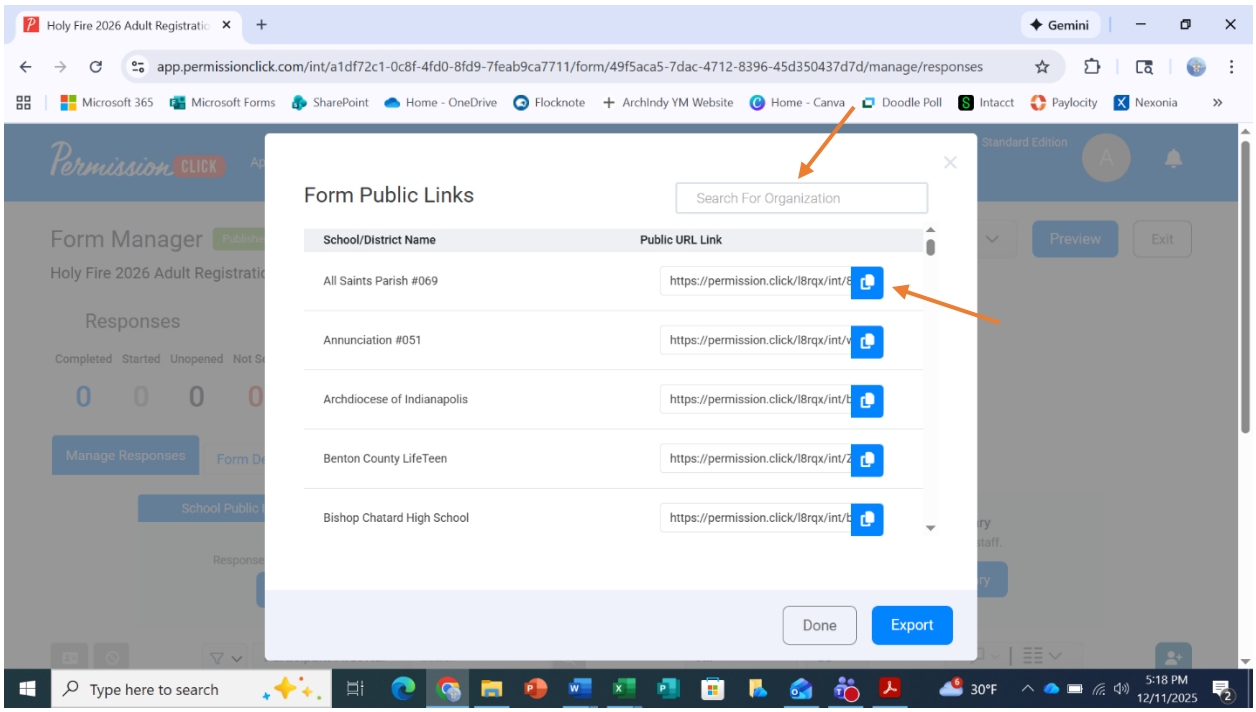
2. Forms can be located on your parish's Permission Click home screen under the "Shared With Me" tab. There are 2 form types:
    a. Holy Fire 2026 Adult Registration – should be sent to adult leaders in your group
    b. Holy Fire 2026 youth Registration – should be sent to the parents/guardians of the youth in your group



3. Click one of the forms to begin.

4. Each form will produce a unique form link for your parish to send to your group members. You can find this shareable link by clicking the "Form Public Links" button and search for your parish name for your parish's unique registration link. Copy the link and send it to the appropriate members of your group.


Holy Fire 2026 Adult Registratic
Gemini
app.permissionclick.com/int/a1df72c1-0c8f-4fd0-8fd9-7feab9ca7711/form/49f5aca5-7dac-4712-8396-45d350437d7d/manage/responses
Microsoft 365
Microsoft Forms
SharePoint
Home - OneDrive
Flocknote
ArchIndy YM Website
Home - Canva
Doodle Poll
Intacct
Paylocity
Nexonia
Permission CLICK
Approvals
Forms
Reports
Admin
Archdiocese of Indianapolis – Standard Edition
*Archdiocese of Indianapolis
Rachel Gilman – Administrator
Form Manager
Published
Holy Fire 2026 Adult Registration v2.0
Actions
Preview
Exit
Responses
Completed
Started
Unopened
Not Sent
0
0
0
0
Manage Responses
Form Details
Form Settings
Approval History
Order Summary
Received Files
Reports
School Public Link
District Public Link
Share This Form
Responses appear in corresponding schools
Form Public Links
Add to Staff Form Library
Collect responses from your staff.
Add to Staff Form Library
Participant First Nar
Search
All
50
Type here to search
30°F
5:18 PM
12/11/2025


Holy Fire 2026 Adult Registratic
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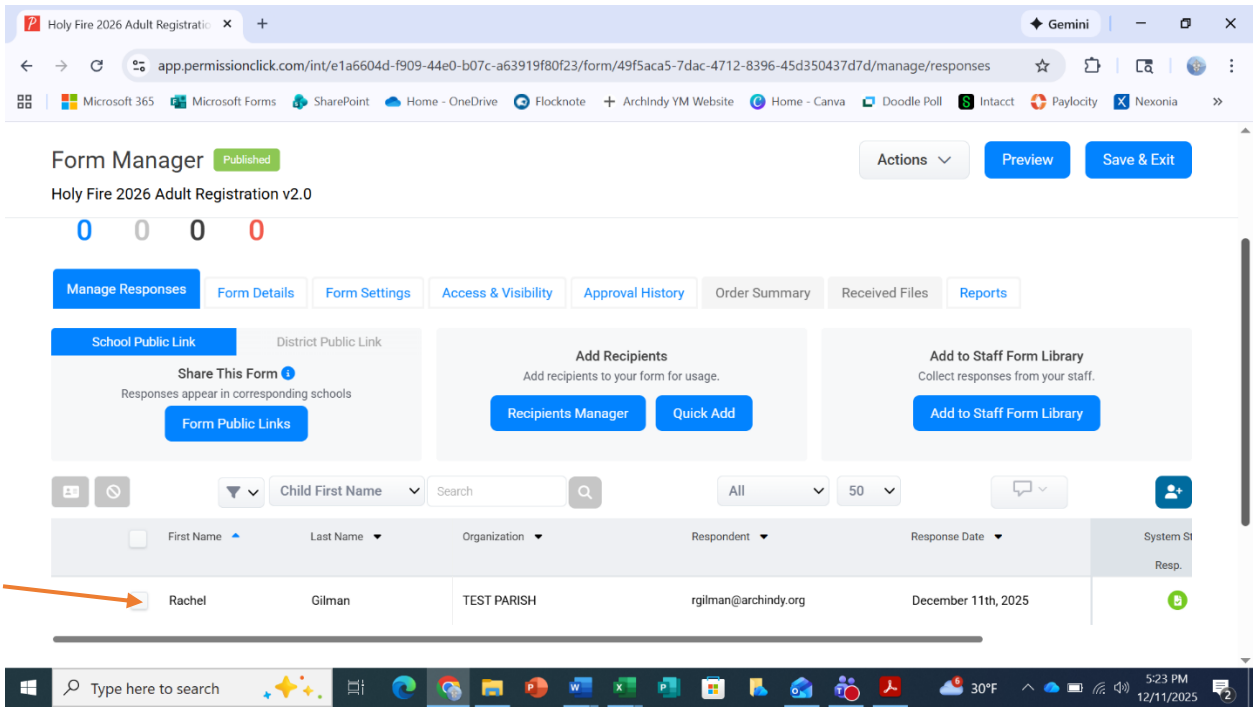
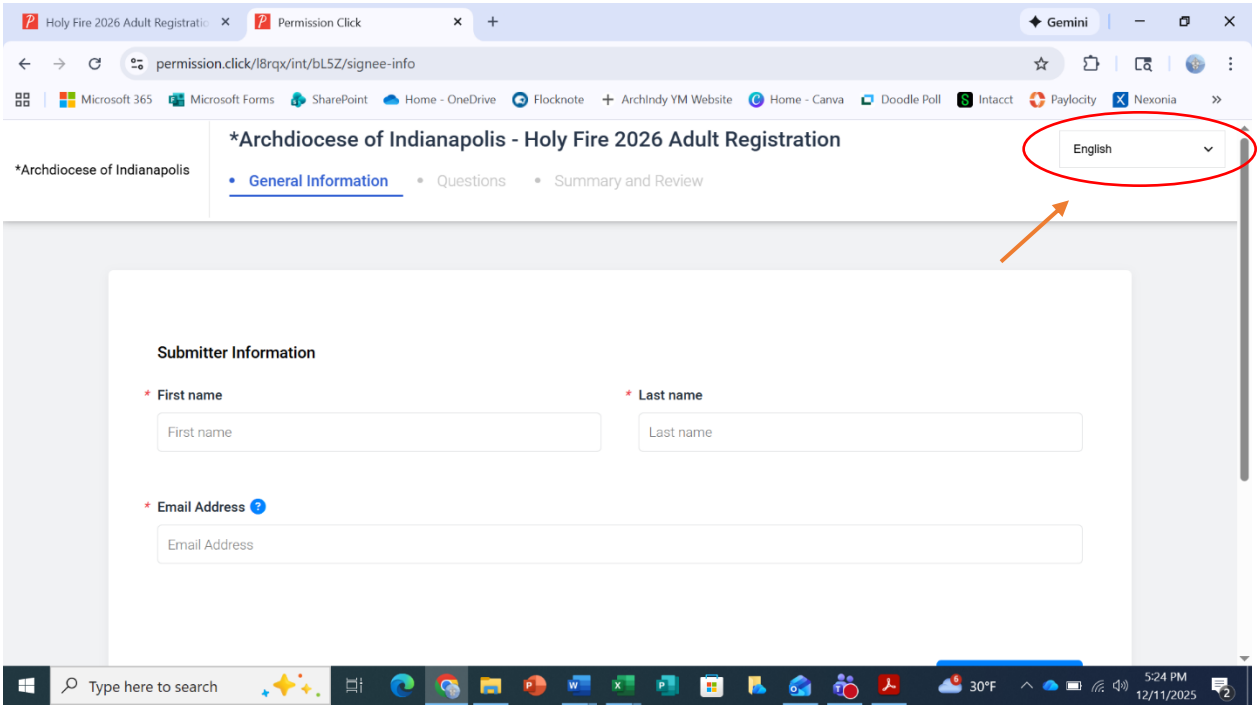
app.permissionclick.com/int/a1df72c1-0c8f-4fd0-8fd9-7feab9ca7711/form/49f5aca5-7dac-4712-8396-45d350437d7d/manage/responses
Form Public Links
Search For Organization
School/District Name
Public URL Link
All Saints Parish #069
https://permission.click/l8rqx/int/8
Annunciation #051
https://permission.click/l8rqx/int/v
Archdiocese of Indianapolis
https://permission.click/l8rqx/int/b
Benton County LifeTeen
https://permission.click/l8rqx/int/Z
Bishop Chatard High School
https://permission.click/l8rqx/int/b
Done
Export
Type here to search
30°F
5:18 PM
12/11/2025

5. Repeat the same steps for the other form type and send the unique link to the appropriate members of your parish group.

6. As members of your group complete the registration, their names will pop up on your form home page. You can use this page to monitor who in your group has completed the registration form.



7. Have members of your group who need to complete the form in Spanish or another language? They can change the language of the form once they click on the form link.



8. Questions or Problems? Contact Avery Shewmaker at ashewmaker@archindy.org or 317-236-1519