

# **REACH GONZAGA**

## **REGISTRATION CHECK LIST**

All Forms Can be downloaded from our website [www.reachym.org](http://www.reachym.org). For more information please check out the "Let's Get Started" page.

Please send forms and payment to:

Reach Gonzaga  
Reach Youth Ministry  
PO Box 130  
Cowiche, WA 98923

Or Fax to: 1-888-457-9498

If there are any questions, please feel free to call us 509-678-8754 or email us at [mail@reachym.com](mailto:mail@reachym.com)

### **Participants/Chaperones Need to...**

- Have participants complete the medical release form with parents signature.
- Have participants and chaperones submit payment.
- Make sure chaperones have had background checks and whatever other requirements are necessary.
- Have Chaperones complete the application
  - o Have chaperones and group leaders sign it

### **Reach Needs Copies of...**

- Group Registration Form
  - o Must be submitted by May 1, 2009 if you want to guarantee getting the t-shirt sizes you want
- List of names, age, gender and chaperone of each participant
- Completed Chaperone Form for each chaperone
- Completed Medical/Liability Release Form for each participant under 18

### **Group Leaders Need to have copies of...**

- Completed Medical/Liability Release Form for each participant in your group
- Chaperone and group leader policy
- Expectation of Youth participants (signed by each youth)