

ATTENTION YOUTH GROUP LEADERS

Get ready for Festival of Faith 2020!

Enclosed are all the materials needed for you to register your youth group.
So here's the process:

- **STEP 1:** Copy Materials for youth and parents and for potential chaperones. **START RECRUITING NOW!**
- **STEP 2:** Complete Space Request form and send it **postmarked by JANUARY 17, 2020, to Illinois South Conference. Can also be emailed to jriechmann@iscucc.org**
- **STEP 3:** Complete and compile remaining forms.
- **STEP 4:** When your Group Allocation/Registration form arrives, complete and mail it, along with a single check for all participants AND the entire group's registration forms, to the Illinois South Conference, **postmarked by FEBRUARY 4, 2020. Completed registration forms may also be scanned and emailed to jriechmann@iscucc.org**

Forms which need to be completed

The following forms must be sent into the ISC office with the Group Allocation/Registration form and final payment. Hold them and send them in a single mailing with the Group Allocation/Registration form. The form will make it easier for you to track what forms you've received and what's missing. Forms may also be scanned and emailed to jriechmann@iscucc.org

For Youth

- 1) Youth & Adult Registration—Health Information form.
- 2) Permission & Authorization form – signed by parent

For Adults

- 1) Youth & Adult Registration— Health Information form.
- 2) Permission & Authorization form – signed by adult attendee
- 3) State of Illinois, Department of Children and Family Services *Authorization for Background Check* form, with signature
- 4) Illinois South Conference Adult Volunteer Disclosure form, with signature

Make copies of all forms and provide a copy for chaperones to carry during travel and keep with them during the event—just in case of an emergency. Registration forms may also be scanned and emailed to jriechmann@iscucc.org

IMPORTANT: No individual registrations will be accepted. Every participant must be sponsored by a youth group.

PAYMENT: When you receive payments from your youth, please deposit them in your local church account and SEND A SINGLE CHECK TO COVER YOUR WHOLE GROUP.

Thanks for your help in making this an energy-
and faith-filled event!!