



YOUTH LEADER CHECKLIST

FIRST 30 DAYS

- Your deposit is due within 30 days after making your reservation.
- You will receive a confirmation email after you register, and through your online account will be able to make payments and access your information.

BEFORE APRIL 1ST

- Call TEAMEffort with any changes to your reservation number.
- April 1st is the deadline for deposits to be refundable or transferable.

BEFORE YOUR TRIP

- If you are attending a camp in June your final balance is due May 1st. If you are attending a camp in July, your final balance is due June 1st.*Remember: Payments cannot be handled at check-in.
- Everyone in your group, including adults, must have a notarized TEAMEffort Permission Slip & Release of Liability form to attend. Each group needs to bring one signed copy of the Code of Conduct form. These forms can be found on our website & your online account.
- Begin collecting information about dietary needs and medical concerns from your group. Your Camp Director will send you a form asking for this information before your trip.

WEEK BEFORE ARRIVAL

- A Group Information form will be sent to you via email a week before your trip. Please fill it out and send it back as soon as possible.* Please give accurate information so we can accommodate your group.

DON'T FORGET

- Every participant should have an up-to-date tetanus shot and health insurance at the time of the trip.
- Check-in on Sunday night is from 5:00pm to 7:00pm and Chapel is at 8:00pm.*Remember: Dinner is not served at camp on Sunday night.
- Remember: TEAMEffort does not provide transportation to or from free day activities or mission sites.
- Visit our website or call our office for free day activity ideas.
- Prayerfully consider recommending college students for TEAMEffort Staff. We offer your group **one free registration** for each new Staff member recommendation hired by TEAMEffort.

Register Now for Summer 2020!

www.teameffort.org | 904-214-8020 | info@teameffort.org