**2023 Aggie Rec Camp and Aggie Rec Sport Camp Parent Manual**

This manual is designed for each parent/guardian to assure they have, and we have, all the necessary information to ensure Aggie Rec Camp and Aggie Rec Sport Camp is successful for all individuals involved. Included in this manual are important policies and procedures for you to review.

**Table of Contents**

Welcome……………………………………………………..……………………………………………………….…………Page 3

Aggie Rec Camp Mission…………………………………………………………………………………….…………...Page 3

Camp Contacts……………………………………………………………..……………………………….………………..Page 3

General Schedule of Camp……………………………………………………………………………….………..…Page 3-4

Session Descriptions/Weekly Activities…….……………………………………………..…………..…..….Page 4-5

Child Drop-off and Pick-up Policy and Procedures………………………………………….…………..….Pages 6

Campus Map with Campus Recreation Facilities…………………………………………….…….………….Page 7

Transportation During Camp Hours…………………………..…………………………….………………………Page 7

What to Bring and Not Bring to Camp………………………………………….……….…………….……….Page 7-9

General Camp Policies…………………………………………….……………………….……………………………..Page 8

Counselor Safety Training……………………………………………………….……………………………………...Page 8

Camp Staff…………………………………………………………………………….……………………………………..Page 8-9

Parent/Guardian Acknowledgement of Risk…………………….………………………….……….…Pages 10-11

Campus Recreation Guest Agreement and Release Form……………………………………………...Page 12

**Welcome**

We are extremely excited to be hosting Aggie Rec Camp as well as our new Aggie Rec Sport Camp at Utah State University Campus Recreation. Thank you for registering your camper with us! We look forward to being a part of your child’s summer.

At our Youth Camp, we are committed to giving campers a diverse recreational experience. Aggie Rec Camp will be campers ages 6-12 yrs old. For our Rec Camp We will be focusing on the activity theme-of-the-week each morning, and afternoon activities will vary. Our camper to staff ratio during our activities will be at maximum 8:1. On Mondays, Wednesdays, and Fridays we will head to the Pool for free swim in the afternoon. While in the Pool the ratio will be at maximum 5:1. On Tuesday and Thursday afternoons, the activities will vary, and the ratio will be 8:1. The Tues./Thurs. activities are outlined in a later section of this document and updated online when we make additions or changes.

For Aggie Rec Sport Camp we will do a variety of sports that will not require any skills and will be split into a two age groups of 9-11yrs and 12-14yrs. The campers will also have opportunities to partake in some of our recreation facilities like the climbing wall and HPER pools. Please take the time to read through this manual. It contains important information to assure a successful camp for all parties involved.

**Aggie Rec Camp and Sport Camp Mission Statement**

Campus Recreation camps are designed to give each camper the opportunity to learn new things while having fun in a safe and engaging environment. Aggie Rec Camp and Sport Camp are made to promote active lifestyles, cooperation, skill development, and hopefully a lifelong love of recreating.

**Camp Contacts**

Amanda Bray- Director of Administration and Finance Phone Line: 435-797-0552

Amanda Bray- Director of Administration and Finance Email: [amanda.bray@usu.edu](mailto:amanda.bray@usu.edu)

Bailey Adams- Director of Daily Operations Phone Line: 435-797-2236

Bailey Adams- Director of Daily Operations Email: bailey.daniel.adams@usu.edu

**General Schedule of Camp**

**This is a generic schedule for a day of camp for Aggie Rec Camp. Changes will be communicated through email.**

7:45am - Camper Drop Off/Free Play

8:20am - Line-up and put away backpacks

8:30am - Review of Camper Expectations/Dismissal Games

9-11am - Structured Time (Arts and crafts, counselor led activities, climbing wall, etc.)

11:00am - Snack Time

11:15am - All Camp Activity or Global Aggies

12:20pm - Lunch

1:15pm - Line-up and Dismissal Games

1:30pm - Swim Time (M/W/F), Field Trip/Special Event (Wed/Thurs), Movie Time (Friday)

3:30pm - Snack

4:00pm - Free Time/Camper Pick Up

**This is a generic schedule for a day of camp for Aggie Rec Sport Camp. Changes will be communicated through email.**

7:30am - Camper Drop Off/Free Play

8:20am - Line-up and put away backpacks

8:30am - Review of Camper Expectations/Dismissal Games

9-12:20pm – Various Sport drills and games

11:00am - Snack Time

12:20pm - Lunch

1:15pm - Line-up and Dismissal Games/All Group Activity

1:30pm - Swim Time (M/W/F), Pick-up Games/Special Events/Field Trip (Tues/Thurs), Movie Time (Friday)

3:30pm - Snack

4:00pm - Free Time/Camper Pick Up

**Aggie Rec Camp - Weekly Schedule**

The activities planned on Tuesday and Thursday afternoons varies. Below is a schedule of our planned activities and weekly guests. The special guests should be a surprise to our children, so please keep this between the manual and yourself.

**Session 1 – Jump into Summer; Dates: June 5-9**

Jump right into summer this week as we do different activities that will get us off the ground like taking a trip to the Jump Zone trampoline park!

**Session 2 – Aggie Ice Days; Dates: June 12-16**

When temperatures rise, it is time to think cool, really cool. So we are bringing a little winter to camp this week with Aggie Ice Days. Campers will have a chill week playing with ice during different activities including taking a trip to Eccles Ice Rink for skating with some of the Utah State University Hockey members and enjoying some delicious Aggie Ice Cream treats.

**Session 3 – Campers vs Counselors; Dates: June 20-23\***

Campers and Counselors will face off in a variety of tasks, activities and games throughout the week. They will compete for the ultimate victory!

**Session 4 – Pathfinders; Dates: June 26-30**

Craving more time in the outdoors? Bring your hiking shoes and get ready for an adventure-packed week doing various outdoor activities at Stokes Adventure Center and conquering your fears at the ropes course!

**\*\*No Aggie Rec Camp this week due to short week from observed July 4th Holiday\*\***

**Session 5 – Animal Palooza; Dates: June 10-14**

Lions and Tigers and Bears, oh my! Campers will enjoy the great outdoors while learning about the creatures we share our world through excursions into the wild at Zootah and creating our own creatures during arts and crafts. Join us for a wild time!

**Session 6 – Future Aggies Week; Dates: July 17-21**

Campers will get to experience what it is like to be a Utah State University Aggie! They will get to explore the various departments and facilities on campus while taking part in some fun activities.

**Session 7 – Aggie Olympics; Dates: July 25-28\***

Ready? Set...Go! Campers will use their skills to play hard, create masterpieces, and to go for the gold with some fun competition in our very own Aggie Olympics. No camp on July 24.

**Session 8 – Wet n Wild; Dates: July 21-Aug 4**

Along with our regular Aggie camp fun, we’ll make extra time for some extra H2O fun including water balloon fights! We’ll take a water-themed field trip to the Logan Aquatics Center and have a large water party! A surefire way for all campers to **COOL OFF THIS SUMMER!!**

**Session 9 – Camp Carnival; Dates: August 7-11**

Campers will finish out the summer with fun and games at our Camp Carnival week! There will be various carnival games to play in, jump around in a bounce house, get their face painted, and much more!

**\*\*Please note that any time we may have to alter the activities due to unforeseen circumstances\*\***

**Aggie Rec Sport Camp - Weekly Schedule**

Join us for our brand-new Aggie Rec Sport Camp! We will be offering four sessions where campers can experience various sports including basketball, badminton, soccer, volleyball, kickball, and more. Campers of all skill level are welcome!

* Session 1- June 26-30
* Session 2\*\*- July 5-7
* Session 3- July 17-21
* Session 4\*\*- July 25-28

**Child Check-in & Check-out Policy and Procedure**

A check-in and check-out sheet will remain with the Counselors at all times. This sheet will list each child’s name, age, allergies, parent phone numbers, and who is allowed to pick them up. We will require an initial from this individual for both check-in and check-out. All parents/guardians/approved persons will be required to show proof of identity via a driver’s license or other state/federal ID, when they sign a camper out. No one under the age of 18 may sign a camper in or out. Campers may not sign themselves in or out.

**Aggie Rec Camp Roster & Check-in/Check-out**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name and Age | Approved Pick-up | Allergies | Contact # | Monday | | Tuesday | | Wednesday | |
| John Smith | Candice Smith | Peanuts | 435-797-2222 | In | Out | In | Out | In | Out |

**Drop off & Pick up Details**

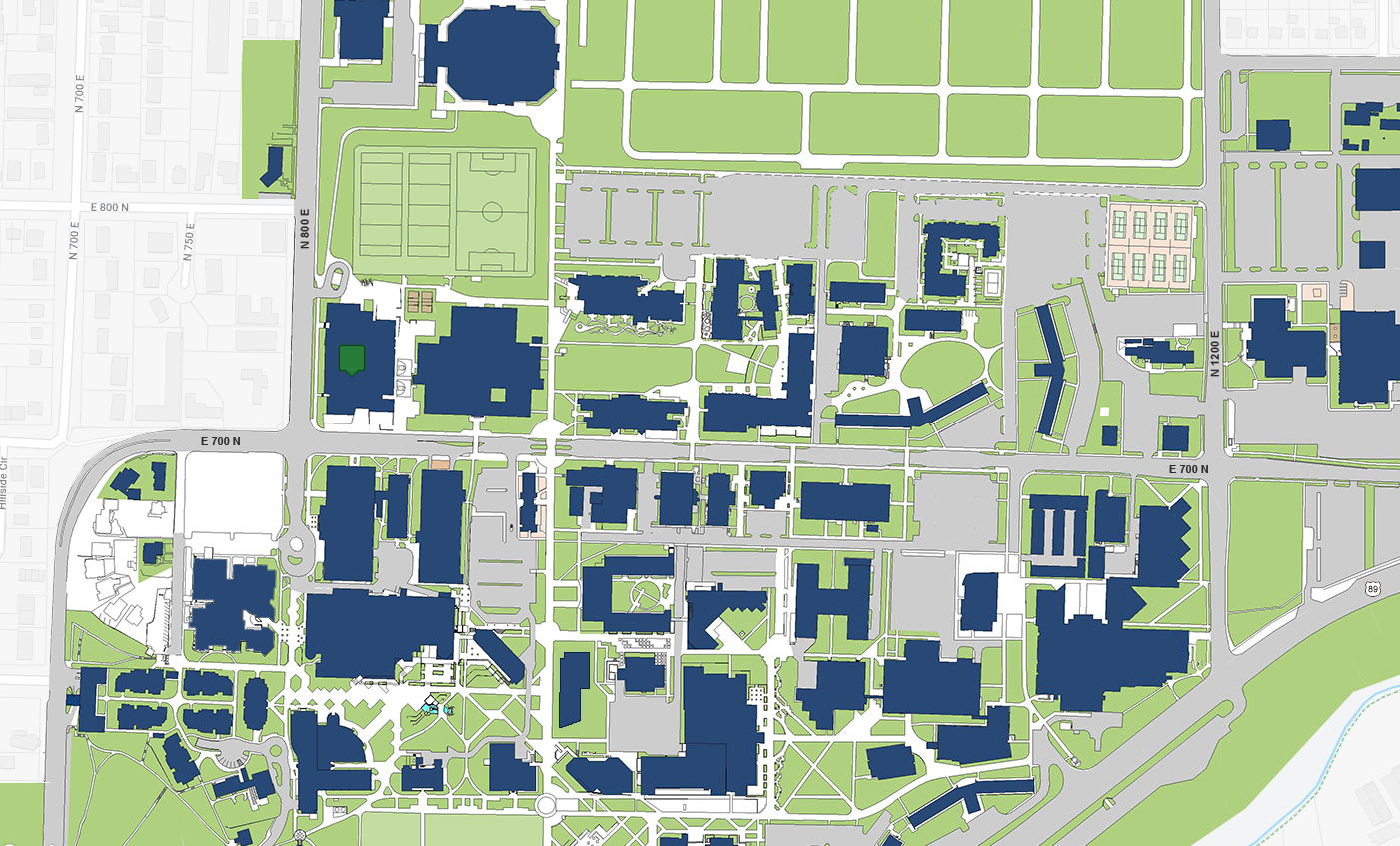
**Drop off details**

**Before Camp Hours/Drop-off Time:** ​Between 7:45am and 9:00am in George Nelson Fieldhouse or Aggie Rec Center

**Check-in Procedure:** ​ If the individual dropping off each child does not possess a USU Parking Pass, they will have the option to park at the Green line off of Champ Drive or park at Aggie Blue Terrace or Visitor Center, but must be out before 10 minutes or you will have to pay for parking.

**Pick up details  
Pick up Time:** ​ Between 4:00pm and 5:15pm for regular hour pick up. Children not picked up by 5:15pm will be charged for After Camp Hours, which is $15 per 15-minute increments. If the camper is picked up 23 minutes late, a late fee of $30 will be assessed and Counselors will fill out a late pick-up form and submitted to the Aggie Recreation Center service desk that will be due by the last day of that particular session.

**Location:** ​ George Nelson Fieldhouse, Aggie Rec Center, or HPER Gym  
**Check-out Procedure:**​ All parents/guardians/approved persons will be required to show proof of identity via a driver’s license or other state/federal ID, when they sign a camper out. No one under the age of 18 may sign a camper out. Campers may not sign themselves out.

**Campus Maps**

West

Fieldhouse

ARC

HPER

North

**Transportation During Camp Hours**

We try and utilize our wonderful USU community as much as we can but some weeks we will go on field trips around town to experience our greater Logan community as well. All field trip costs are covered by your registration. We will be utilizing USU Motor Pool vans that will be driven by staff that have completed the appropriate trainings.

**What to Bring to Camp**

**Required Daily Items**

* Athletic Footwear – when we are in the gym campers will need tennis shoes to participate in games.
* Athletic Clothing – we will be very active!
* A Brown Bag Lunch – something that is not required to be refrigerated or microwaved
* Swimming Suit and Towel (Mon/Wed/Fri)
* Closed toe shoes- a must when at Ropes Course or Climbing Wall

**Items to Leave at Home**

Campers must leave all cell phones, money, toys, & electronics at home so that they do not risk losing them while in attendance at camp or distract from daily activities.

**General Camp Policies**

**Free Play**

At times, Aggie Rec Camp provides campers the opportunity to engage in free play. During these times, we provide equipment and supervision. This gives campers the opportunity to engage in freely chosen and camper directed activities. Counselors can jump in and play if asked by campers, otherwise they will supervise. We will limit free play time and provide campers with guided activities most of the time, however, we want to make you aware of this commitment at our camp. Specific times you may see free play is during drop-off and pick-up time.

**Restroom Use**

When we are on Aggie Legacy Fields, the campers have access to the outdoor restrooms as well as the restrooms inside of the ARC. If we are in the ARC, HPER Pool, or Fieldhouse, we are able to use a regular restroom facility.

**Counselor Safety Training**

At Aggie Rec Camp, we are committed to doing everything we can to keep your child safe while in our care. Each of our counselors and staff members are trained in the following ways:

* American Red Cross - Adult and Child CPR/AED Training and First Aid
* Aggie Rec Camp Emergency Action Plan and Staff policies and procedures
* Sexual Assault Training
* In addition to the above training, a background check has been done on each staff member.

**Camp Staff**

One of the goals in creating camp, is to provide quality professional experience for students at Utah State University. The professional staff are a part of the Campus Recreation Department and the counselors are all students at Utah State University. Our camps create an environment for the counselors to apply the skills, abilities and knowledge they learn in the classroom out in the field. All counselors are encouraged to take on leadership roles in creating curriculum, adapting it to each age group, and executing it in the field.

**Director of Administration and Finance**

The Director of Administration and Finance is responsible for ensuring a safe, fun, and rewarding summer camp experience for the youth of our USU and surrounding community. They oversee all curriculum, risk management, personnel, and budgeting operations.

**Amanda Bray**

* Masters in Sports Management
* B.S. in Recreation Management and Minor in Facility and Event Management
* 10 years’ experience working with children as a babysitter, coach, and camp counselor

“We are very excited to provide this opportunity and experience to the USU and surrounding Community! The diversity in programming of this camp will create a fun atmosphere unlike any other camp in the area. Campers will get to experience new activities and create meaningful friendships with others that attend. We hope to impact as many future Aggies as we can and hope that they are ready to join in on all the fun we have planned this summer!”

**Director of Daily Operations**

The Director of Daily Operations is responsible for creating the day-to-day camp curriculum and ensuring camp policies and risk management procedures are properly followed. They are also responsible for the oversight and management for the camp counselors.

**Bailey Adams**

* Masters in Sport Administration
* B.S. in Business Administration
* 6 years working with children in a summer camp environment

“I am excited to be a part of Aggie Rec Camp and provide a safe and fun experience for the USU community!”

**Counselors**

Counselors are responsible for executing the camp curriculum and mentoring, coaching and providing a safe environment for all campers

**Parental/Guardian Registration**

During the registration process, parents have several forms to fill out. These forms address the aspects listed below. Please be aware of these and know any information which will help counselors provide a successful camp experience for each camper will be discussed weekly in our daily huddles.

1. Medical Information
   1. Insurance Information
   2. Medical information and concerns (allergies, activity restrictions, prescription, medications)
2. Permission to Receive First Aid
3. Consent for Emergency Medical Treatment
4. Mental, Emotional, Learning, and Social Health
   1. Impacts Learning
   2. Psychiatric Diagnosis
   3. Emotional Health
   4. Professional Counseling
   5. Significant Life Event
5. Emergency Contact Information
6. Authorized Pick-Up Individuals
7. Acknowledgement of Risk Consent
8. Camper Conduct
9. Cancellation Policy
10. Payment and Refunds
11. Photos and/or Video – Promotional Use

**Parental Acknowledgement of Risk**

I, the undersigned, affirm that Utah State University Campus Recreation is providing my child/ward with access to, and use of, certain programs and facilities at Utah State University (“USU”). I understand that participation in camp programs and facilities require physical exertion and that, as with any activity or program involving physical exertion, there are certain inherent risks to personal health, safety, and/or property.

I understand that my child should not participate in any said programs unless I am willing to accept the associated risks. I understand that USU cannot guarantee my child’s health and safety while participating in these programs. I understand that my failure to acknowledge and accept these risks will disqualify my child from gaining access to, and use, the programs. By accepting this I acknowledge and accept the inherent risks provided with this program.

I hereby acknowledge that certain risks of injury are inherent to participation in camp recreational and classroom activities. These types of injuries may be minor or serious and may result from the camper’s actions, or the actions or interactions of others, or a combination of both. I understand that certain activities require a minimum level of fitness and health (physical, mental, and emotional) and that each person has a different capacity for participating in these activities.

I agree that as the parent/guardian of a participant in the above program(s), I am responsible for my child’s behavior and well-being. I understand that in the event of an accident or injury, personal judgment may be required by program personnel regarding what actions should or must be taken on my child/ward’s behalf.

I also understand that it is my responsibility to secure personal health insurance in advance, if desired, and to take into account my child’s personal health and physical condition. My child has no serious health issues or problems that would preclude them from participating in the program(s) or that present an abnormal, unusual, or unreasonable risk of, or susceptibility to, injury. I further agree to abide by any and all Campus Recreation rules and policies applicable to this program; and, I will take responsibility for abiding by specific requests made of me for my child’s safety, the safety of others, or the welfare of any general interest concerning the program. I understand that USU reserves the right to exclude my child’s participation in the program(s) if at any time my child’s participation or behavior is deemed detrimental to the safety and welfare of others.

I acknowledge that engaging in the program(s) may require a degree of skill and knowledge different from other activities and that I have responsibilities as the parent/guardian of a participant. I acknowledge that Campus Recreation has been available to fully explain to me the nature and physical demands of the program(s) and the inherent risks, hazards, and dangers associated with this activity. I acknowledge that my child’s participation in the program(s) is purely voluntary, and I elect to have them participate with full knowledge of the inherent risks.

**FITNESS TO PARTICIPATE**

I have fully informed myself of the contents of this affirmation by reading it before I signed it. I am of lawful age and legally competent to sign this affirmation and acknowledgement of risk. I assume responsibility of physical fitness and capability of my child to perform the activities involved in the program(s)​*.* ​I understand if I have any question as to whether a physical or medical condition would prevent my child’s full participation in the program(s), I will immediately notify a Campus Recreation employee.

**Consent for Emergency Medical Treatment**

Utah State University does not provide medical insurance. To assure that medical treatment may be made available to participants in a timely manner, should the need arise, the University requests that the treatment authorization below is signed by the appropriate parent or guardian.

**TREATMENT AUTHORIZATION STATEMENT:** ​I hereby authorize any appropriate medical treatment services which may be necessary to assure physical health and well-being during the period of my child’s participation at Utah State University Aggie Rec Camp and Aggie Rec Sport Camp. It is fully understood and agreed that I shall be responsible for payment of any expense incurred for medical attention and Utah State University or medical services shall make a sincere effort to contact me to obtain verbal authorization prior to relying on this written authorization.

**Permission to Receive First Aid**

My child is sufficiently fit to participate in this program. The health history information I provided is accurate, complete, and true to the best of my knowledge. I agree to notify the program facilitators of any changes to my child’s health and fitness, which may occur before or during the program. Should my child become ill or injured, I give my permission for any representatives of Campus Recreation or Utah State University to render first aid.

**Medication**

All medications, prescription or over the counter must be checked in with counselors. Campers are not permitted to hold onto medications or to self-administer without supervision. Medications must be in the original container.

**Photographic and Video Image Release**

I agree that camp may utilize my photograph, or video of me participating in the Activity for any purpose, including but not limited to printed and electronic marketing material, and printed or electronic educational material, and that any such image is the sole property of USU Campus Recreation.

**C**​**amper Conduct Agreement**

Aggie Rec Camp and Aggie Rec Sport Camp reserves the right to dismiss a camper if their behavior jeopardizes their safety or another camper’s safety and well-being, in these situations’ guardians will be called immediately. For minor issues regarding camper conduct guardians will be notified in person, by phone, or by email.

**Cancellation Policy**

Aggie Rec Camp and Aggie Rec Sport Camp reserves the right to cancel any session or modify activities due to enrollment numbers, facility problems, staff concerns, or circumstances beyond its control. Guardians will be notified immediately if a session is altered in any way.

**Payment and Refunds**

The Aggie Rec Camp Payment is due in full (both deposit and remaining balance) due in full two weeks prior to the start of the camp session. A $50 nonrefundable deposit is required to guarantee a place in each session per child. This will be applied to the remaining balance for that particular session. **\*\*If the deposit is full for that session, then the session is full. DO NOT pay the remaining balance first.\*\***

The Aggie Rec Sport Camp is a single payment. Below are the price breakdowns for each week of camp:

* Session 1- June 26-30: Faculty/Staff $150; Community $175
* Session 2\*\*- July 5-7: Faculty/Staff $100; Community $125
* Session 3- July 17-21: Faculty/Staff $150; Community $175
* Session 4\*\*- July 25-28: Faculty/Staff $125; Community $150

A refund of 50% will be given if the cancellation is done two weeks prior to the first day of the camp season by 5pm. A refund of up to 75% may be given if a family cancels their child’s session with three weeks or more notice of their child’s expected start date at camp. **\*\*Any cancellations less than two weeks of camp will not receive any refunds.\*\***

**CAMPUS RECREATION - GUESTS**

**WAIVER AND RELEASE AGREEMENT**

The person participating in the Activity (defined below) is referred to as “Participant.” I, the undersigned, am a Participant or, if Participant is under 18, I am the minor Participant’s parent or legal guardian. I, in consideration for Participant’s opportunity to (check one):

* use Utah State University Campus Recreation Facilities (HPER, Fieldhouse, Aggie Recreation Center, Aggie Legacy Fields)
* participate in Utah State University Campus Recreation Programs (Fitness Programs, Intramural Sports, Open Recreation

(the “Activity”), do hereby agree on behalf of myself, my heirs, assigns, personal representative, and estate as follows:

**ACCEPTANCE OF RISKS AND RESPONSIBILITY:** I acknowledge that the Activity is inherently hazardous and that participation in the Activity necessarily includes certain risks, which risks may result in loss or damage to property or injury, illness, or death to myself or others. I understand that these risks may be known or unknown, identified or unidentified, and anticipated or unanticipated. Specific risks associated with the Activity include, but are not limited to: temporary or permanent muscle soreness, sprains, or strains; lacerations; abrasions; contusions; concussions; loss of consciousness caused by external or internal circumstances; ligament, cartilage, joint, or bone damage; head, neck, or spinal injuries; loss of use of arms and/or legs; eye, ear, nose, mouth, or dental damage; disfigurement; nausea; hypothermia; skin irritations; other physical injuries or risks associated with the Activity; or even death. I also acknowledge that loss or damage to property or injury, illness, or death to Participant or others may result from the negligent acts of Activity participants or organizers (including Utah State University, its agents, officers, employees, devisees and assigns and the Board of Regents of the State of Utah (hereafter collectively, “USU”)). I voluntarily accept the risks and dangers associated with the Activity. I agree that I will be personally liable for any damages that occur as a result of Participant’s participation in the Activity. I agree to adhere, or cause Participant if a minor to adhere, to appropriate safety standards to ensure the safety of Participant, others, and associated property during participation in the Activity.

**RELEASE:** I hereby voluntarily release and forever discharge USU from any and all liability, claims, demands, attorney fees, actions, or rights of action which are related to, arise out of, or are in any way connected with Participant’s participation in the Activity, including specifically, but not limited to, the negligent acts or omissions of USU for any and all bodily injury, death, illness, disability, or damage to myself or to my property. I agree that USU is not liable for risks, negligent acts, or any other liability that may arise in connection with Participant’s participation in the Activity.

**INDEMNIFICATION:** I hereby agree to hold harmless and indemnify USU against any and all losses, liabilities, or claims arising out of or connected to Participant’s participation in the Activity. The indemnification obligations outlined herein extend to any and all costs and expenses, including attorney fees, incurred by USU in connection with any such loss, liability, or claim.

**GOVERNING LAW AND JURISDICTION:** The laws of the state of Utah shall govern the validity, construction, and enforceability of this Agreement, without giving effect to its conflict of laws principles. All suits, action, claims and causes of action relating to the validity, construction, and enforcement of this Agreement.

**ACKNOWLEDGEMENT OF EFFECT OF THIS AGREEMENT:** I understand and acknowledge that by signing this Agreement, I am agreeing to be bound by its terms and conditions. I acknowledge that by this Agreement, I have freely and voluntarily (a) given up certain legal rights and/or possible claims that I might otherwise assert or maintain against USU, including specifically, but not limited to, rights arising from or claims for the negligent acts or omissions of USU; and (b) assumed responsibility and legal liability for the claims or other legal demands, including defense costs, which may be asserted by third parties against me/Participant as a result of Participant’s participation in this Activity. MY SIGNATURE BELOW INDICATES THAT I HAVE READ THIS ENTIRE AGREEMENT, UNDERSTAND THAT IT AFFECTS MY LEGAL RIGHTS, AND UNDERSTAND THAT IT WAIVES MY RIGHT TO SUE USU.

**MINOR PARTICIPANT (UNDER 18) INFORMATION**

Requires signature of Parent or Legal Guardian

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| Minor Participant Name (please print) | Age |

**ADULT PARTICIPANT OR SIGNATURE OF PARENT OR LEGAL GUARDIAN**

By signing below, I represent that I am at least 18 years old, or if signing for a minor to participate in the Activity, that I am the parent or legal guardian of the minor Participant.

|  |  |  |
| --- | --- | --- |
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| Adult Participant or Parent/Legal Guardian Name | Signature | Date |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Phone Number | Address (Street, City, State, Zip Code) | Email |