



How do I register my church for U.M. ARMY-SWTX?

The first thing you need to do is identify a volunteer who can take on the role of participating church coordinator. This person's main job is to insure that all participants from your church have met all requirements and turned in all forms so that registration goes smoothly. This may or may not be the youth director at the church. This volunteer is someone who is organized and can devote time and energy to meeting the deadlines set for camp and make sure all information about U.M. ARMY-SWTX is communicated to all involved. Please identify this person on the group registration form and that person will be our primary point of contact with your church.

What does a church coordinator do?

Gets the church group registered for one of our camps by these steps:

Group Registration (step 1)

Group Registration is NOW Open!!!

Registration is on a first come, first served basis. Please complete the group registration form and send in with non-refundable \$75 deposit per participant ASAP. This step saves your church a space at camp. After U.M. ARMY-SWTX has received and processed the group registration you will receive confirmation on the date, location, and leadership of the camp your church will be attending. After receiving this confirmation then go to next step.

Individual Registration (step 2)

Registration Fees and Forms

Attached is an individual registration form to copy or forms can be downloaded @

www.umarmy.org/conference/swtx

Early Bird Registration

Individual fees and forms due to U.M. ARMY-SWTX office postmarked by April 1, 2010. Amount due is \$140 balance per participant (\$215 total less the \$75 deposit).

Regular Registration

Individual fees and forms due to U.M. ARMY-SWTX office postmarked by May 15, 2010. Amount due is \$175 balance per participant (\$250 total less the \$75 deposit).

No Registrations will be accepted after May 15, 2010

- Get your church to one of our Palooza training and celebration events—April 10 or April 17, 2009
- Make sure there are two adults to every five youth from home church going to camp.
- All adults attending camp have completed the child protection training provided by UMC SWTC.
- Church roster is completed and signed by Senior Pastor (this is our safe sanctuary check).
- Each adult is bringing a vehicle suitable for their job at camp.
- Forms for each person attending camp are signed and complete.
- Original and 3 copies of individual registration forms are returned to U.M. ARMY-SWTX office with remaining fees by deadline.
- One copy of registrations is kept with the church and used in transit to and from camp.
- Verify that there is a designated adult church representative attending camp.
- Distribute travel guides to all participants.
- Make sure that tool, cleaning, first-aid kits, and warehouse tools are prepared and ready for camp.
- Serve as the main point of contact with U.M. ARMY-SWTX.