



## Vincentian Marian Youth

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Ste. Genevieve, MO 63670  
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573-883-7200

### [Adult Operation Overhaul Participation Packet](#)

Dear Operation Overhaul Participant,

Through prayer and planning, this week of service will be fruitful for Christ's kingdom. We are excited that you have answered His call and looking forward to our time together. The week will be packed with faith formation, fun and the making of new friends as we journey through the week. As we are all called to serve the poor, minister to our neighbors and love, through this week of service and growth in faith, Our Lord will touch our hearts with His joy.

Again, we are very excited about having you join us for this upcoming VMY Service event. Your cost for the week includes transportation, lodging, meals at location, t shirt and activities.

Cost \$300, if registered by April 10. Balance due May 10.

Cost \$350, if registered April 11- May 10.

Please follow the instructions below to assure all forms are completed and returned with your deposit to secure your spot by April 10!

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#### Adult Participants:

The following forms are due by the early bird date of **April 10**.

- Adult Registration form**
- Chaperone Responsibility form**-sign and return.
- Black and white** copy of the front of your driver's license.
- Archdiocese Code of Conduct** form if new. If you are 18 years of age and new to volunteering with church organizations, you are required to attend compliance training to be helping with youth. Log on to [www.virtusonline.org](http://www.virtusonline.org) to register for a training near you and complete your compliance requirements. Code of Conduct form will be in your booklet from the Virtus Training class and **must** be on file with us.
- \$50.00 non-refundable registration deposit** must be attached with these forms.

#### Determining Final Payment:

- Final payment is due by May 10** to avoid an additional \$50.00 administration fee.
- Adult maximum service hours** allowed towards final payments is \$100. Service hour balance and/or money in your individual account should to be considered to determine final payments.
- Unlimited money can be earned through fundraisers to help with all costs.
- Optional:* You may include a **post dated check** for the remaining balance due on May 15th. Postdated checks are held until May 10, saving VMY administration cost of additional mailings.
- No registrations can be accepted after May 10.**



# Vincientian Marian Youth-Southeast Missouri Adult Registration Form

Event Name \_\_\_\_\_ Current Year \_\_\_\_\_

### Adult Information

First Name \_\_\_\_\_ Preferred \_\_\_\_\_ Last Name \_\_\_\_\_  
Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_  
Cell \_\_\_\_\_ Date of Birth \_\_\_\_\_ Sex: (Circle) M / F  
**Shirt Size:** (Circle one) S - M - L - XL - 2XL - 3XL - 4XL (XS not available)  
Email \_\_\_\_\_  
Place of Employment \_\_\_\_\_

### Medical Information

Physician \_\_\_\_\_ Phone Number \_\_\_\_\_  
Allergies \_\_\_\_\_

Will you be taking medication at the time of this event? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, list: \_\_\_\_\_

Additional Information: \_\_\_\_\_

**Please carry a copy of your insurance card with you or make a copy of it.**

### Emergency Contact Information:

Name: \_\_\_\_\_ Relationship to Attendee: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship to Attendee: \_\_\_\_\_  
Cell: \_\_\_\_\_ Other: \_\_\_\_\_

### Agreements

- I, \_\_\_\_\_, in signing this form, hereby state that the information included in this form is correct and true.
- I understand that I will be part of the Vincientian Marian Youth staff and/or volunteers.
- I, in accordance with the guidelines of Vincientian Marian Youth, will follow, support, and enforce guidelines as written and stated.
- I recognize that there are risks inherent in participation in any activity and agree to hold Vincientian Marian Youth, its affiliates, and its employees, volunteers and agents, harmless from any injury, damage to, or loss not caused by the negligence or misconduct of the Vincientian Marian Youth, its affiliates and its and their employees, volunteers and agents.
- In the case of medical emergency, I hereby give permission to be evaluated, diagnosed and treated in accordance with standard medical practice by licensed medical personnel.
- For good and valuable consideration, the sufficiency of which is hereby acknowledged, I, the undersigned grant Vincientian Marian Youth (VMY) the right to publish, reproduce and display photographic images, video images and/or audio recordings of myself for use in all media, electronic or otherwise, in connection with publications, advertisements and/or web pages of VMY, provided that VMY is not authorized to sell or otherwise distribute such photographic images, video images or audio recordings to any other person or entity without my consent. I understand that VMY may associate the photographic image, video image or audio recording with my name and the name of the organization of which I am a part of. I further acknowledge and agree that I shall have no ownership interest in any informational or advertising material which utilizes, incorporates or consists of the photographic images, video images and/or audio recordings or in any copyright embodied therein.
- I understand that for all Youth Ministry activities there is a zero tolerance policy for the use of any mood altering chemicals (including alcohol and illegal drugs), foul language, and threats of any type, abuse, and inappropriate language and physical conduct. I agree to follow this policy.

Adult Participant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Attach all forms: Registration, fees, black and white copy of your driver's license, Chaperone responsibility form, postdated check and return to:**

**Vincientian Marian Youth~ 751 Center Dr. ~ Ste. Genevieve, MO 63670  
VINCIENTIAN MARIAN YOUTH – SOUTHEAST MISSOURI**

## CHAPERONE RESPONSIBILITIES AND GUIDELINES - *Sign and return with registration*

- Chaperones are expected to review and understand responsibilities and guidelines for VMY events. It will be beneficial to attend any meeting(s) scheduled prior to events for clarity and preparation.
- Get to know your teens and help them get to know each other. Making friends early will enable a more enjoyable and rewarding experience for everyone.
- It is very important to mingle and talk with the teens throughout the event, not excluding travel time, meals, and free time.
- Never be alone with a teen at any time or under any circumstance, two chaperones at all times.
- Teens assigned to you must have permission before leaving the premises/larger group at all times and must be under supervision of other adult chaperones.
- Take any questions or concerns to the adult leader as needed.
- Difficulty with an unhappy teen, should be reported to the VMY leaders as soon as possible.
- You may discuss with a teen or teens topics with which you are comfortable. It is mandatory to report incidents of abuse or self harm. If it is mentioned by a teen you must inform a VMY leader.
- Empower and encourage teens to lead and learn new skills with tools, task, praying, etc.
- All teens are to be trusted & respected as young adults until their behavior indicates otherwise.
- Cell phones use by adults should be for emergency situations or for necessary contacts.
- The use of earbuds by attendees is prohibited. It separates the individual from the group and the benefits of the experience. Exceptions would be given on long bus trips.
- Departure procedures may require your assistance with packing and organizing students and all supplies before loading for travel. Listen for instructions from leader(s).
- Engage the **teens** in putting away food and games, picking up trash, straightening up the main meeting area after meals and before retiring each night.
- When name tags are provided, you and your teens must wear them at all times to help large groups get acquainted with everyone. Exceptions: No name tags in public settings.
- **NO TOLERANCE for teens and adults:** Alcohol, drugs, weapons of any kind, knives, firearms, any form of intimacy, vulgar language, young men and women alone, leaving the larger group without permission, or entering sleeping quarters of the opposite sex. Please inform the leader of the event if you see or become aware of any of the above. If this is not adhered to, participants of any age may be sent home and/or not allowed to join future events.

### For overnight events:

- Be sure your teens are in their sleeping quarters at the designated time for lights out.
- Inform teens, when awoken, it is their responsibility to get ready and join the group at designated times.
- Watch for your teens in the meeting area in the morning. If necessary, send someone to wake them.

### CHAPERONE'S COMPLIANCE AND SIGNATURE FORM

I, \_\_\_\_\_, am in full compliance with the Protecting God's Children in my home diocese. I have read the CHAPERONE RESPONSIBILITIES AND GUIDELINES FORM and I am looking forward to participating in this event as a chaperone.

Chaperone's Signature \_\_\_\_\_  
Event Name: \_\_\_\_\_ Current Year \_\_\_\_\_