

OFF-SITE EVENT APPLICATION (required for Church Board approval)

1. THIS COMPLETED FORM must be submitted to the Church Clerk:
 - a. Five (5) days before the Church Board meeting immediately prior to the off-site event; OR
 - b. Ten (10) days prior to the off-site event.
2. Ministry name _____
3. Ministry leader's name and cell phone number _____

4. Full name of off-site location _____
5. Full address of off-site location _____

6. Date or dates off-site _____

7. Will minors attend the off-site event? Yes or No - If yes, list full names AND CELL PHONE NUMBERS of all chaperones (CA AB 506 clearance is required for all chaperones) _____

8. Transportation (provide Attachment, if needed) - PLEASE NOTE: the Southern California Conference (SCC) does NOT allow the use of 15 passenger vans
 - a. Provided by participants? Yes or No - If yes, list names of all adult drivers
 - i. _____

 - b. Provided by ministry leader(s) and staff? Yes or No - If yes, list names of all adult drivers
 - i. _____

 - c. Provided by third party? Yes or No - If yes, list company name and/or name(s) of all adult third party drivers _____

9. Time(s)
 - a. Time of departure _____
 - i. Depart from where? _____
 - b. Estimated time of arrival at off-site location _____
 - c. Estimated time of departure from off-site location _____
 - d. Estimate time of return _____
 - i. Return where? _____