

Northwest Georgia Council Event Info Form page 1

Name of the Event			
Dates of the Event		To	
Time		To	
Location of the Event			

Type of Event		If Other, explain	
Program Level		If Other, explain	

Event Director Name			
Event Director Email			
Event Director Phone			
Staff Adviser Name			

Cost of the Event	Registered Adults	Participant Type 2	Participant Type 3	Participant Type 4	Date
Early					
Regular					
Late					
Capacity if applicable					Yes or No
Deadline for signing up	Are you allowing registration at the door?				

Items included w/ Fee	Yes or No	Cost (if included put \$0)	Documents Needed	Yes or No
T-Shirts - Youth sizes			Health Form AB	
T-Shirts - Adult sizes			Health Form ABC	
Patches			Proof of BSA Registration	
Other			Proof of Payment	
Other				
Other				

Description of your event

Other Details

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Northwest Georgia Council Event Info Form page 2

Name of the Event			
Expected Attendance	Youth	Adult	Staff
Registered			
Non Registered			

**Check all
that apply**

Information required on registration:

Name(s)	
Address	
Email	
Phone	
Age	
Shirt Size	
Gender	
Other	
Other	
Other	

Yes or No

Are you offering classes / scheduling

(If yes, send class schedule with time slots)

	Confirmed	
Health Officer		
Kitchen Manager		
Event Logistics Chair		
Aquatics Supervisor		
Range Supervisors		
COPE / Climbing Supervisors		

GL number

Yes or No

Is there a Flyer?		If yes please send
Is Flyer test in Word or Text Document?		If yes please send
Is there a Leaders Guide?		If yes please send
Is there a square Web Graphic?		If yes please send