



Main Campus 5: Due Dates & Check List

Dates to Remember	
November 6, 2018 (8:00 am EST)	<i>Registration for 2019 is open!</i>
Within (2) weeks of registration date	<i>Expect an email with your Liability Platform Link</i>
April 12, 2019	<i>Remaining Balance due Dropping Spots Deadline Letter of Good Standing for Priests due</i>
Mid-January – Mid-April	<i>LEAD applications accepted</i>
May 24, 2019	<i>LEAD payment due</i>
July 3, 2019	<i>Group Information Form and Liability Forms</i>
July 19, 2019	<i>Conference check-in</i> <ul style="list-style-type: none"> • <i>Liability Forms Completed</i> • <i>Adult Chaperone Verification Forms</i> • <i>On-Site Breakdown Form</i> • <i>Sunday-Lunch Order Form</i>

Group Leader Checklist

- Inform Your Parish and Organize Your Group**
- Register Group**
- Pay Deposit**
- Fill Out Liability Form**
- Send Liability Form Link to All Members of Group** (youth, chaperones, priests)
- Inform Priests in attendance that they must acquire a Letter of Good Standing.**
- Check Status of LEAD Applications**
- Begin collect Signed Adult Chaperone Forms** (need attending adult's and Safe Environment Coordinator's signatures)
- Pay Remaining Balance and Submit Letter(s) of Good Standing for Priests.**
- Send in LEAD Payment**
- Send in Group Information Form**
- Check Completion of All Liability Forms**
- Pack All Important Forms to Bring** (On-Site Breakdown, Adult Chaperon Verification, Lunch)
- Have a Great Time!**