

STEUBENVILLE MAIN CAMPUS

REQUIRED FORMS

Every group must have the following forms in order to attend the conference. If any of these forms are missing or are not filled to completion, attendance to the conference will not be permitted.

All forms can be found in the Group Leader Information Packet.

1. **Payment Form** – to be submitted with EVERY form of payment.
2. **Liability Form** – to be completed and signed by every adult and youth attending the conference. *Youth under the age of 18 must have a parent/guardian sign for them.*
3. **Adult Chaperone Application/Verification Form** – every adult, including religious, must complete this form and have it signed by the Safe Environment Coordinator for your home diocese. Due at check-in on opening day. *Priests do not need this form.*
4. **Letter of Good Standing** – required for all priests attending the conference, due at the same time as the Remaining Balance for your Group's Registration. Please call us regarding priests who decide to attend after this date.
5. **Group Information Form** – to be submitted by each Group Leader 15 days prior to the start of your perspective conference.
6. **On-Site Breakdown Form** –brought to the conference, filled out on-site, and turned in to the conference staff at check-in on opening day.
7. **Sunday Lunch Form** – for groups with 30 or more people. Due at the check-in on opening day.

Please contact us if you have questions or concerns.

740-284-5888 or youthconferences@franciscan.edu



**STEUBENVILLE
CONFERENCES**