

Session One & Two Checklist

January Deadlines:

- Registrations **postmarked** by Nov. 30, 2011.
- Registrations **hand-delivered** (to address below) by Dec. 1, 2011.
- **Late Registrations** (with \$10 Fee) **postmarked** by Dec. 7, 2010.
- **Late Registrations** (with \$10 fee) **hand-delivered** (to address below) by Dec. 8, 2010.

We cannot accept Registrations for the January Session after the Late Registration deadline.

February Deadlines:

- Registrations **postmarked** by Dec. 31, 2011.
- Registrations **hand-delivered** (to address below) by Jan. 1, 2012.
- **Late Registrations** (with \$10 Fee) **postmarked** by Jan. 7, 2012.
- **Late Registrations** (with \$10 fee) **hand-delivered** (to address below) by Jan. 8, 2012.

We cannot accept Registrations for the February Session after the Late Registration deadline.

Please submit your registration and payment early. It makes our job easier, and it helps you to avoid late fees if there are any errors on your form.

Step 1: Print or make copies of all forms.

- Before doing anything else, make (or print) enough copies for everyone in your group.
 - Print each participant their own **LifeSports Registration Form** and one **Family Group Payment Form** for each session.
 - Please print or copy on **one side of the paper only!**

Step 2: Complete a **LifeSports Registration Form** for each participant.

We have provided an Example Registration Form for you to look at. See the link on our website: www.homeschoolski.com

- Each participant must submit their own form.
 - Those skiing in both January and February, must fill out **two** LifeSports Registration Forms.
 - Participants cannot switch “disciplines” during the 3-day session. In other words, if someone signs up for skiing, they cannot switch to snowboarding once the lessons begin. So please find out **NOW** if “all my friends are snowboarding and I’m the only one on skis” because it **cannot** be changed later. (A switch *can* be made after the January Session – before the February Session.)
- Are the appropriate boxes marked and blanks filled in?
 - **Birth Date** and **Discipline** are often missing on forms. Are these completed?
- If renting, are the **Weight**, **Height** and **Shoe Size** entries filled in?
 - Enter “Height” as both feet and inches. (Example: 5’6”)
 - **FOR SAFETY REASONS, THE RENTAL SHOP MUST HAVE ACCURATE INFORMATION!**
- About “**Skier Type**”
 - This series of check-boxes applies to Snow-boarders as well.
 - For some reason, Bogus Basin’s form has 5 check-boxes, but only the middle 3 should be used.
 - The “*Skier Type*” will be the same as the box checked below for “**Life Sports Level**.” The definitions found for each “*Life Sports Level*” will clarify what “*Skier Type*” should be marked.
- The **School/Group Name** is: Homeschool Ski
- Important:** Where the form asks for **Session Date**, please do not try to fill in the dates where they indicate. Instead **write in either:**

January 13, 20, 27, 2011 – or – **February 17, 24 & March 2, 2011**

Please see the **Example Registration Form** on our website.

- Is only one box checked to indicate the *Life Sports Package* being signing up for?
- Did you multiply the *Daily Price* by *Number of Days* (3) to get your individual *Total \$*?
- About **helmets**: They are available for rent *on the mountain*. You cannot rent them until you get there. *Please don't add a helmet rental to your registration.*
- Is every form signed? *Those under 19 need the signature of a parent or guardian.*

Step 3: Complete the **Family Group Payment** form.

- This form must be submitted EVEN IF THERE IS ONLY ONE PERSON IN YOUR GROUP.
- Is every participant's name listed?
- Is the **Total \$** amount correct for each participant?
- Have you checked your math?
- If you are submitting after the deadline (see boxes above), have you added the **\$10.00 Late Fee**?
- Have you added a \$1.00 donation to help us with our expenses?

Step 4: Double-check and then make copies of all completed forms.

- Did someone else review the forms for mistakes or omissions?
- Did you make copies of everything for your personal records?

Step 5: Mail (or deliver) the all the **Individual Registration** and **Family Group Payment** forms.

- Is full payment enclosed?
 - We take personal checks, money orders or cashier's checks. Please make checks payable to: "Jim or Lynn Adams"
 - Please do **not** mail cash.
- Is the envelope addressed correctly?

*The Adams Family
c/o Cornerstone Worship Center
1007 3rd Street S.
Nampa, ID 83651*
- If you have not given us your email address: **Have you included an S.A.S.E.** (Self-addressed, Stamped Envelope)?
 - We will mail a Final Confirmation and other important information in the S.A.S.E you send to us.
 - Note: if you have given us an email address, we will send the Final Confirmation to you by email.
- Are you certain that you have used proper postage?
 - *4 letter-size sheets + 1 S.A.S.E. require one 44 cent stamp. **Please add postage for additional sheets.***
- If you want to **hand-deliver** your registrations, you may do so at our office:

*Cornerstone Worship Center Office
1007 3rd Street S.
Nampa, Idaho*

(Across the street from the Arctic Circle, next to Taco Time)

 - Please use the mail slot on the front of the church **OFFICE** building on 3rd Street, directly across the street from the Arctic Circle.
 - Please do **NOT** take it to the church meeting place on 10th Avenue.