

CAMP HOPE 2020 VOLUNTEER CHECKLIST

ONLINE VOLUNTEER APPLICATION

- ☐ Complete & submit online volunteer application at CampHopeRegistration.com
 - Early registration runs Feb 15th-April 1st. Registration closes June 1st

Not every teen/adult applying to volunteer will be able to serve at Camp Hope. The below steps are only to be completed once you have been contacted by Camp Hope staff and have received confirmation that you will be serving.

RECOMMENDATION LETTER (UNDER 18)

- ☐ Recommendation letter from valid reference emailed or mailed in
 - Your volunteer application will not be processed until this letter has been received

VOLUNTEER MEDICAL FORMS

- ☐ Complete and submit medical form
- ☐ Attach photocopy of insurance card with forms (front and back)
- ☐ Physician signature on camp medical form for those under 18
 - Medical forms MUST be received by June 1st, 2019
 - Forms may be mailed in or scanned and emailed to camphope.poh@gmail.com
 - We are no longer accepting physical forms in place of the camp hope medical form

SAFE ENVIRONMENT PAPERWORK

- ☐ PGC certificate emailed to camphope.poh@gmail.com (18+)
- ☐ Fingerprinting done following instructions outlined on the website (18+)

SIGN AND RETURN AGREEMENTS/LIABILITY FORM

- ☐ Review, sign and return the Camp Hope agreements/liability release form

SHIRT ORDER PLACED (IF NEEDED)

- ☐ Visit CampHopeRegistration.com for shirt ordering information. Follow the instructions on the shirt page
 - Ordering window is Feb 15th through June 31st
 - Shirts will be mailed direct to homes around mid July

REVIEW PACKING LIST

- ☐ Review Camp Hope packing list and acquire any needed items

KEY INFORMATION DOCUMENT

- ☐ Review Key Information document

Mailing Address for all paperwork:
Camp Hope, 1040 Plain
field Ave, Plainfield, NJ 07060

