

JOHNS CREEK PRESBYTERIAN CHURCH EVENT PERMISSION FORM

*Complete this form when taking children and youth off premises. One form per group is required.
Day Events require 2 week notification
Overnight Events require 4 week notification*

Event Name _____

Date, time and location of departure: _____

Date, time and location of return: _____

Number of children attending: _____ (K-5) _____ (6-8) _____ (9-12)

Number of Chaperones: _____ Male _____ Female

Mode of transportation: Private Car Rental Vehicle Other (please describe) _____

	Name	Phone Number
Staff Member Contact		
Other Contact		
Staff Member attending event		

Adult Driver information

(Drivers must be 21 years and older, and provide a copy of driver's license and proof of insurance)

Drivers Name	Background Check	Church Member	Driver's License on file	Proof of insurance on file

* Include additional forms if needed

Signature of staff member: _____ Date: _____

Ministry Team Elder signature: _____ Date: _____

Additional comments upon approval:

