

Use this form for:

- Meeting time, day trips and single night overnight trips which include high risk activities. Submit two weeks prior to departure.
- Overnight trips two or more nights within the Council boundaries. Submit two weeks prior to departure.
- Trips lasting two or more nights outside of Council boundaries but within the Council region. The GSCCC region includes Alabama, Delaware, Washington D.C., Florida, Georgia, Kentucky, Maryland, Mississippi, North Carolina, South Carolina, Tennessee, Virginia and West Virginia. Submit two months prior to departure.

This form is not required for meeting time, day trips and single night overnight trips that do not include high risk activities, Council- sponsored activities in the program guide or service unit events and encampments. Girl Scout groups not associated with service units will submit this form to the Council at customercare@gscucc.org.

Trip Destination

Check activity	<input type="checkbox"/> Trip <input type="checkbox"/> Camping	Trip/Camp Activity Dates: / / through / /					
Destination Name							
Address							
	Street			City	State	Zip	Phone
Troop #		Service Unit #		Troop/Group Level(s):			
Troop Leader/ Trip Leader				Email			Phone
Emergency Contact						Phone	

Participant Information

# of registered girls		# of registered adults		# of non-member girls		# of non-member adults	
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Adult Leadership

Adult who has completed GS 101, Welcome to Colonial Coast, Getting Your Troop Started & Program Basics Part I and II	
Adult who has completed Troop Paperwork and Trip Planning, Out and About, and Risk Management	
Adult who has taken Outdoor I or Outdoor I and II (camping only)	<input type="checkbox"/> n/a
First Aider (current first aid and CPR)	<input type="checkbox"/> Level 1 <input type="checkbox"/> Level 2
Type of First Aid Certification	Expiration

Trip/Camp Activity Plans - Review and follow *Safety Activity Checkpoints* for each activity.

Certified/qualified adults who will be supervising the above activities (attach copies of certification)

Activity		Certified Adult Name	
Type of Certification		Expiration Date	
Activity		Certified Adult Name	
Type of Certification		Expiration Date	
<input type="checkbox"/> Check here if any activities will be conducted through contracting an individual or company providing equipment, instructors, or program. (Examples: guides, outfitters, touring company, rental agency, etc.) A Certificate of Insurance must be requested. Contracts must be approved by the CEO of Girl Scouts of the Colonial Coast.			

Transportation

Mode of Transportation:	
Accommodations:	

Budget

Transportation	\$	Accommodations	\$	Insurance	\$	Total cost per girl	\$
Tickets/admission	\$	Food/meals	\$	Emergency	\$	Total cost per adult	\$

AGREEMENT: I am aware of applicable GSCCC and GSUSA policies, standards and guidelines found in *Volunteer Essentials* and *Safety Activity Checkpoints* and agree to follow them.

Signature of troop leader/ trip leader		Date	
Approval signature of service unit program consultant or designee		Date	