



Troop Activity Request - TAR

This Troop Activity Request Form is required to be completed for the following:

- Annually for troop meetings (Complete residential form if meeting at a home). Requests will only need to be submitted once per membership year unless there is a location change.
- When troops want to participate in any activity outside of their regular meeting place.
- Any High Adventure Activities (Vendors must be on the approved vendor list).
- Day/Overnight trips that take place at any location, including GSC properties.
- Overnight lock-ins/sleepovers at an approved community partner/vendor site.
- Backyard Campouts (Must have a current Troop Camper and complete residential form).
- To attend/participate in an approved Camporee.
- To attend any overnight or camping trip that is 2 nights or less, with an approved location in the state of Florida (must have a current Troop Camper if camping)

Troop Contact Name: _____ Troop # : _____ Community: _____

Contact # _____ Email: _____

Number of Participants: DY ___ BR ___ JR ___ CD ___ SR ___ AMB ___ Female Adults ___ Male Adults ___

Troop First Aider Name: _____ Certification Expiration: _____

Location Name: _____ Location Address: _____

Point of Contact: _____ Contact # _____

Date(s) of Activity: _____ Time(s) of the activity: _____

Select your choices from the drop down: Type of Activity Type of Location

Please describe what activities you will be participating in: Ropes Course, Campfire, Swimming, etc.

Always have the following items with you:

- | | |
|---|---------------------------------|
| ✓ GSC Emergency Procedures | ✓ General First Aid Kit and Log |
| ✓ Completed Rosters/Permission Forms | ✓ Waivers if Applicable |
| ✓ Annual Health History forms for all adults and youth with all current medications | ✓ Insurance Claim Forms |
| | ✓ Accident/Incident Forms |

Reminders:

- Submit this TAR to your Community Safety Coordinator (CSC) a minimum of **two weeks** prior to the date for approval. Upon approval an email to the person that submitted it, copying their Operations Lead.
- This form is **NOT** for Troop camping/travel that is more than 2 nights, and/or outside of the state of Florida – For these trips be sure to complete the Travel Packet and submit to Customer Care.
- All troops must always have their own Troop First Aider with them and present at all activities.
- Keep a copy of all your paperwork.

As the person responsible for this troop, I have checked all applicable guidelines according to the Safety Activity Checkpoints, Volunteer Essentials, and any other specific guidelines. I have verified that all adults/ girls are aware of the protocols and all girl/adult ratios have been met:

Volunteer Name: _____ Volunteer Signature: _____ Date: _____

CSC Name: _____ CSC Signature: _____ Approval Date: _____