



Community/Large Group Activity Request Form (CAR)

This Community Activity Request (CAR) is required to be completed for all community/large group events. Communities/multiple troops may host events that will benefit the community as long as they are approved. These events can include: Product Rally's, Ceremonies, Trainings, Badge/Journey Days, Team/Committee Adult Meetings, etc.

Please be sure to submit this form to Michelle Rouleau, Outdoor Adventure Program Manager through Customer Care at customercare@citrus-gs.org for all events that are open to the community or multiple troops, a minimum of one month prior to the date for approval. Once the Community Activity Request is approved, the person that submitted the request along with their Community Engagement Manager will receive the approval email.

Please Note: This form is not for camporees or individual troop activities. Individual troops will still need to complete a TAR to attend this Community event/activity.

Please select the type of activity you are requesting approval for:

Product Rally ___ Ceremony ___ Service Day ___ Badge/Journey Day ___ Other _____

Facility Name and Address: _____

Date of Event: _____ Time of Event: From _____ to _____

Service Community: _____ Name of Volunteer Lead: _____

Email: _____ Contact Phone: _____

Number of Expected Participants: DY ___ BR ___ JR ___ CD ___ SR ___ AMB ___

Female Adults ___ Male Adults ___

Always be sure to always have with you, the following paperwork, forms and supplies :

- | | |
|---|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Pre – Screening Forms <input type="checkbox"/> Completed Rosters <input type="checkbox"/> Parent Permission Forms <input type="checkbox"/> GSC Covid Guidelines <input type="checkbox"/> Accident Reports <input type="checkbox"/> Insurance Claim Forms <input type="checkbox"/> GSC Emergency Procedures <input type="checkbox"/> Annual Health History for All Adults and Girls with all Medications | <ul style="list-style-type: none"> <input type="checkbox"/> Hand Sanitizer – at least 60% alcohol <input type="checkbox"/> Disposable Face Masks <input type="checkbox"/> Disinfecting/Sanitizing Wipes or <input type="checkbox"/> Disinfectant Cleaner with Paper Towels <input type="checkbox"/> Disinfectant Spray (Lysol) <input type="checkbox"/> Tissues, Gloves and Garbage Bags <input type="checkbox"/> Contactless Thermometers <input type="checkbox"/> General First Aid Kit and Log |
|---|---|

As the responsible adult for this event, I have checked all applicable guidelines according to the CDC and Girl Scouts of Citrus Covid 19 Specific Guidelines, Safety Activity Checkpoints and Volunteer Essentials. I have verified that all adults/ girls are aware of the protocols and all girl/adult ratios have been met:

Volunteer Name Typed : _____ Contact Email: _____

Volunteer Signature: _____ Date: _____

Staff Name _____ Staff Signature: _____

Approved: ___ Yes ___ No Date: _____



Community-Multi Troop-Large Group Event Details

Please list below your detailed description of your Community/Multi Troop/Large Group Event if more than 14 pp attend. Please include a detailed explanation for the methods that will be in place to adhere to all health and safety protocols regarding the event you are requesting approval for, be sure to include schedule, safety protocols, guidelines, layout/map etc. Also include how groups will be social distancing in activities. Be sure to include a diagram of the layout of the event. Use an additional sheet if needed.