

# DEADLINES

## REPORT FORMS

### Due November 10<sup>th</sup>

- . Yearly Club Application (Original to Youth Department)
- . Adventurer Registration Form w/ Health Record
- . Staff Application Form
- . 1<sup>st</sup> Quarter Monthly Report (Sept. Oct)
- . Club Calendar
- . Staff Directory
- . Induction Request Form

### Due January 10<sup>th</sup>

- . 2<sup>nd</sup> Quarter Monthly Report (Nov. Dec.)
- . Investiture Attendance Request Form
- . Ingathering Report
- . Formal Inspection Request Form

### Due March 10<sup>th</sup>

- . 3<sup>rd</sup> Quarter Monthly Report (Jan. Feb.)
- . DON'T FORGET TO ORDER INVESTITURE SUPPLIES
- . **(Advent Source password for Chesapeake Conference is ch01)**

### Due May 10<sup>th</sup>

- . 4<sup>th</sup> Quarter Monthly Report (Mar. Apr.)
- . Family Retreat Weekend Registration Form (form by email)

