

Dear Children's Pastor or Camp Coordinator:

Thank you for coordinating Kid's Camp for the children of your church! The registration deadline for early registrations is July 8th (Early cost is \$170, late registration is \$195)

All registrations and payments are done at akkids.brushfire.com. The following items are essential for the children and volunteers you send to kids' camp. Please make sure all are completed before you come to camp:

1. **Online Registration:** All registrations will be done online at <http://akkids.brushfire.com>. Your campers can register individually or you can register and pay for your whole group at once. **To register as a group, you need to register yourself as a leader group registration, and then you will have the option to create your group name and passwords.** Anyone from your group can now register as part of your group by using the name and password you chose when creating the group. You can then manage and even make payments for your group on the Brushfire website. You will receive notification of any camper who registers on their own that lists your church as their home church. If you have any questions about the online registration process email Grant Parkki at parkkifamily@gmail.com.
2. **Screening Forms** for all adult volunteers (you can download these from akministrynetwork.org. Go to the website, Click on Resources at the top, then Church and Ministry Forms and then Youth and Children Forms. You can then download the screening form. Send or fax it to: Alaska Ministry Network, 1048 W. Int'l Airport Road, Suite 101, Anchorage, AK 99518. Fax #907-562-2352 **THESE MUST BE COMPLETED IN TIME FOR THE SCREENING PROCESS. ALL VOLUNTEERS MUST BE APPROVED PRIOR TO CAMP.** Screening forms must be resubmitted every 5 years.
3. **A fee of \$95 is required for each adult volunteer.** This is the cost of food, lodging, etc. We are asking each church to consider paying this fee for each volunteer they send to camp. Unfortunately, the CM Dept. cannot pay for all our volunteers at all our camps. This fee is due at camp registration.
4. **Lice Check.** Due to some issues in the past, we are asking that each group be sure to check kids for lice before camp. PLEASE HELP US WITH THIS! We will have a person onsite doing a check at registration. **If lice are present, kids must be treated before staying at camp.**

We need a minimum of 1 volunteer for every 7 campers you send to camp. We need both male and female volunteers. Please make sure you send your trusted volunteers to help us! A pastor's recommendation is required as a part of the screening form.

If you have any questions, please contact me at (907) 952-4618 or pamelahodges@usmissions.org.

Thank you,
Pam Hodges, CM Director
Alaska Ministry Network