

IDAHO CONFERENCE

Checklist for Conference Event Forms – 2009 Through 2010

All forms (other than monthly reports) may be turned in at the beginning of the year; otherwise please make sure your forms are turned in by the dates listed.

Remember: Your club receives 5 Idaho Conference Bonus Points (ICBP) for every form received on or before the date listed (except monthly reports—they have a bonus built in). If the due date falls on a weekend (Friday-Sunday) or holiday, items received the next business day will count as on time.

Forms can be Faxed, E-mailed, mailed, or hand delivered to (Attn: Connie Nelson):

- Idaho Conference (Fax Number) (208) 375-7526
- Connie Nelson (Conf Pathfinder Sec) cnelson@idconf.org
- Idaho Conference of SDA, 7777 W Fairview Ave, Boise, Idaho 83704

AUGUST

_____ August 23 Pathfinder Lodge Date Selection form due

SEPTEMBER

_____ September 10 Pathfinder Club Calendar due
_____ September 10 Volunteer Screening Forms due (ALL staff)
_____ September 10 Pathfinder Club Registration form due
_____ September 10 Leadership Registration form due

OCTOBER

_____ October 1 Outstanding Eager Beaver & Adventurer commitments due to club leaders
_____ October 5 Club Certification Application due (at Leadership)
_____ October 5 Pathfinder Lodge Reservation form due (with deposit at Leadership)
_____ October 10 September Monthly Report due
_____ October 10 Biblefest Registration form due
_____ October 27 **Outstanding Pathfinder & TLT Service Project Application interview requests due (interviews to be completed after vespers on Sabbath, November 1—Biblefest) DRAFT**

NOVEMBER

_____ November 10 October Monthly Report due

DECEMBER

_____ December 10 November Monthly Report due
_____ December 10 Bible Achievement Program Participation Form due

JANUARY

_____ January 10 December Monthly Report due

FEBRUARY

_____ February 2 Pinewood Derby Registration form due
_____ February 2 Pinewood Derby Food Booth Application due
_____ February 2 Pinewood Derby Car Registration form due—car numbers!
_____ February 10 January Monthly Report due

MARCH

_____ March 1 Outstanding Service Project Summaries due to directors
_____ March 10 February Monthly Report due
_____ March 15 Outstanding Eager Beaver & Adventurer completed forms due to club directors
_____ March 15 Outstanding Pathfinder & TLT Recognition forms due to club directors DRAFT

APRIL

_____ April 1 Signed Outstanding Adventurer/Eager Beaver forms due to conference
_____ April 1 Signed Outstanding Pathfinder/TLT forms and Service Project Summaries due to conference DRAFT
_____ April 1 Staff of the Year/Staff Recognition forms due
_____ April 10 March Monthly Report due
_____ April 10 Pathfinder Fair Registration form due
_____ April 10 Pathfinder Fair Food Booth Application due

MAY

_____ May 3 **April Monthly Report due—this is the date of the fair!**