

# CHILD DROP-OFF AND PICK-UP AUTHORIZATION FORM

PARTICIPANT'S NAME (Please print) \_\_\_\_\_ Today's Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_

*No one will be permitted to pick up your child if their name is not listed below.*

All persons must have AND show their picture ID when picking up from the conference site. Make sure you list ALL adults, even if you reside in the same household. *If your child is driving themselves, you MUST list them as authorized below.*

## The following adults are authorized to pick up my child from the Kentucky YMCA Youth Association programs.

1. Parent/Guardian (please print) \_\_\_\_\_

Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

2. Parent/Guardian (please print) \_\_\_\_\_

Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## The following person(s) other than parent/guardian are authorized to pick up and/or drop off my child.

1. Name \_\_\_\_\_

Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Relationship: Grandparent Relative Family Friend Other: \_\_\_\_\_

2. Name \_\_\_\_\_

Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Relationship: Grandparent Relative Family Friend Other: \_\_\_\_\_

3. Name \_\_\_\_\_

Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Relationship: Grandparent Relative Family Friend Other: \_\_\_\_\_

**Kentucky YMCA Youth Association—LTC 2022**  
**AUTHORIZATION TO RELEASE GUIDELINES**

**This requirement is necessary to account for all students and keep them safe.**

**Please read through the guidelines carefully before arriving so you  
know all of the steps involved in pickup from LTC 2022.**

Closing session will adjourn and students will be dismissed to begin departure at approximately 12:00pm EASTERN. At that time students will be asked to gather all items and belongings. Once students are ready to leave the conference site, the child & parent/guardian/other designated adult should check in with Y-staff. At that time students will be cleared to leave the conference site.

Please be on site by 12:00pm Eastern to pick up your child at the dorms.

By 1:00pm Eastern, if we have not checked out your student with an approved adult, we will contact you via cell phone.

**Who Can Pick Up Your Child**

Only adults 16 years of age and older listed on a student's Release Form will be able to take students from the conference site. In case of a last-minute change or addition, please contact the conference director. Email authorization is accepted from a parent/guardian's email address that we already have on record. The Kentucky YMCA will not release students to anyone, under any circumstance, other than those stated above. Anyone picking up students must carry a photo ID.