



Activities are organized according to Girl Guides of Canada's Safe Guide. The Safe Guide sets procedures for activity management including supervision, training, equipment and health matters. **A copy of Safe Guide is available from [www.GirlGuides.ca](http://www.GirlGuides.ca).**  
**If your daughter/ward has any disabilities that may require accommodation, disclosing and discussing them with us will help us accommodate her.**

Unit: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
Activity/event/camp: \_\_\_\_\_ Cost (if relevant): \_\_\_\_\_  
Responsible Guider: \_\_\_\_\_ Include tax (GST or HST) \_\_\_\_\_  
(See contact info below)

**Activity Description:** (Guiders – give a brief description of the overall activity, event or camp. Try to “paint a picture” of what it will be like for the girls.)

For overnights, type of accommodation:  
☐ Meeting hall ☐ Camp residence ☐ Tent ☐ Hotel ☐ Hostel ☐ Other (please list) :

**Purpose of Activity:** (Guiders – please provide a brief explanation of how the girls will benefit from participating in the activity.)

Activity Date/Time: From \_\_\_\_\_ to \_\_\_\_\_ Time: Start time \_\_\_\_\_ End time \_\_\_\_\_ # of nights \_\_\_\_\_

Location: (facility name) \_\_\_\_\_ Contact Number: (in case of emergency) \_\_\_\_\_  
Street Address/PO Box \_\_\_\_\_ City/Town \_\_\_\_\_ Postal code \_\_\_\_\_

Brief description of facility/site:

Number of children/youth expected: \_\_\_\_\_ The minimum supervision ratios will be: \_\_\_\_\_

Supervision will be provided as follows: (Guiders – please briefly explain how supervision will be managed.)

**Arrangements for transportation (if applicable):**

Time and place of departure: \_\_\_\_\_ Return: \_\_\_\_\_

Mode of transportation: \_\_\_\_\_

**Automobile insurance is not** provided by Girl Guides of Canada for the owner of the vehicle, even if it is used during a sanctioned event. The registered owner of the vehicle is responsible for maintaining adequate automobile insurance. Any physical damage to the vehicle, or liability resulting from its use during participation in or travel to and from a sanctioned activity is the responsibility of the vehicle owner.

<b>Specific activities will include:</b> (Guiders – please list the different activities the girls will be doing)	<b>Girls will require the following:</b> (Guiders – please attach a kit list if more space is required)
	Money: \$
	Equipment:
	Food:
	Clothing:
	Other:
	Kit list attached: <input type="checkbox"/> Yes <input type="checkbox"/> No

A detailed itinerary is attached. ☐ Yes ☐ No

If you require more information please contact:

Guider's name: _____	Guider's name: _____
Phone number: _____	Phone number: _____
E-mail: _____	E-mail: _____

**Parents – please retain this sheet for your information!**