



# New Award Unit (Group) Registration / Award Unit (Group) Update Form

I would like to register a new group in The Duke of Edinburgh's Award Program!

<p>NAME OF GROUP</p> <hr/> <p>LEADER'S NAME (MAIN CONTACT)</p> <hr/> <p>START DATE AS A LEADER</p> <hr/> <p>EMAIL</p> <hr/> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>I give permission for the Division Office to contact me via email regarding events, updates and newsletters.</p> <hr/> <p>SIGNATURE</p> </div> <hr/> <p>GROUP MAILING ADDRESS</p> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;">CITY</td> <td style="width: 33%; border: none;">PROVINCE</td> <td style="width: 33%; border: none;">POSTAL CODE</td> </tr> </table> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none;">GROUP PHONE</td> <td style="width: 40%; border: none;">LEADER PHONE (OPTIONAL)</td> </tr> </table>	CITY	PROVINCE	POSTAL CODE	GROUP PHONE	LEADER PHONE (OPTIONAL)	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>CO-LEADER'S NAME (IF APPLICABLE)</p> <hr/> <p>PHONE <span style="float: right;">START DATE AS A LEADER</span></p> <hr/> <p>EMAIL</p> <p><input type="checkbox"/> I give permission for the Division Office to contact me via email regarding events, updates and newsletters.</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>CO-LEADER'S NAME (IF APPLICABLE)</p> <hr/> <p>PHONE <span style="float: right;">START DATE AS A LEADER</span></p> <hr/> <p>EMAIL</p> <p><input type="checkbox"/> I give permission for the Division Office to contact me via email regarding events, updates and newsletters.</p> </div> <div style="border: 1px solid black; padding: 5px;"> <p>CO-LEADER'S NAME (IF APPLICABLE)</p> <hr/> <p>PHONE <span style="float: right;">START DATE AS A LEADER</span></p> <hr/> <p>EMAIL</p> <p><input type="checkbox"/> I give permission for the Division Office to contact me via email regarding events, updates and newsletters.</p> </div>
CITY	PROVINCE	POSTAL CODE				
GROUP PHONE	LEADER PHONE (OPTIONAL)					
<div style="border: 1px solid black; padding: 10px; margin-top: 20px;"> <p>To become an Award Leader, please indicate that you meet the following requirements:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> I am over the age of 18</li> <li><input type="checkbox"/> I work or volunteer with a youth organization such as a school, Scouts, Guides, Cadets, or Community organization and have their permission to run a Duke of Ed Award Unit</li> <li><input type="checkbox"/> I have read and reviewed the <a href="#">National Abuse Policy</a>, <a href="#">National Risk Management Policy</a>, and <a href="#">National Branding Policy</a> (<a href="http://dukeofed.org/policies">dukeofed.org/policies</a>)</li> <li><input type="checkbox"/> I have all criminal record checks and vulnerable sector screenings in place and up to date as well as appropriate insurance for any activities that the Award Unit undertakes</li> </ul> </div>	<p>Please review our <a href="http://dukeofed.org/bc/award-leaders">Leader webpage</a> (<a href="http://dukeofed.org/bc/award-leaders">dukeofed.org/bc/award-leaders</a>) for next steps, resources, and support. Please refer your youth to our <a href="http://dukeofed.org/bc/participants">Participant webpage</a> (<a href="http://dukeofed.org/bc/participants">dukeofed.org/bc/participants</a>) to start, get, and do their Award.</p> <p><input type="checkbox"/> We will be sending payment with new and next level registrations.</p> <p>Alternatively, please email <a href="mailto:bcyk@dukeofed.org">bcyk@dukeofed.org</a> for billing information.</p>					
<p>PLEASE SEND YOUR COMPLETED FORM TO:</p> <p><b>The Duke of Edinburgh's Award</b></p> <p><b>By mail:</b> 4086 Shelbourne Street Victoria, BC V8N 4P6</p> <p><b>By email:</b> <a href="mailto:bcyk@dukeofed.org">bcyk@dukeofed.org</a> <b>By fax:</b> 250-385-1433</p>						