

AMEN St. Louis
An Outreach Urban Mission of
OAK HILL PRESBYTERIAN CHURCH (PCUSA)
4111 Connecticut • St. Louis, MO 63116
amenstlouis@gmail.com - (314) 520-9593

AMEN St. Louis Registration- General Information

Thank you for your interest in serving with AMEN St. Louis! Before you fill out the following registration form, please take time to review this information. Contact us through the email and phone number listed above, if you have any questions.

To register, complete the registration form. Send the completed form and your initial deposit to Oak Hill Presbyterian Church, 4111 Connecticut Street, St. Louis, MO 63116. Make checks payable to: Oak Hill Presbyterian Church. Your week will not be guaranteed until initial deposit is received.

Payment Schedule:

We request payment for your AMEN St. Louis trip in two installments.

1. Initial deposit of \$75 (Housing Only) or \$100 (Housing + Programming) per person is due with registration. This deposit is applied towards your overall total, even if your group size changes. The total cost per person, for the week, is \$150 (Housing Only) or \$200 (Housing + Programming).
2. The final balance is due two weeks before your trip.

Cancelation Policy:

In the event that a group needs to cancel, AMEN St. Louis has the following policy:

- If a group cancels after their initial deposit, the funds may be applied in their entirety to an AMEN St. Louis trip this year or next.
- If a group cancels after paying in full, the final balance is non-refundable due to the short notice before the scheduled trip. The initial deposit may be applied as stated above.

AMEN St. Louis is self-funded through participant fees. Participant fees cover group lodging, group scheduling, cleaning and maintenance fees, supplies, support staff, and incidental expenses related to the operation of the program. When AMEN St. Louis schedules a group, we make arrangements with local agencies where participants will volunteer. Agencies count on AMEN St. Louis participants to fulfill that commitment. Group cancellations affect agency partners and disrupt all aspects of scheduling.

AMEN St. Louis Group Registration

To register, complete this form and send it to Oak Hill Presbyterian Church with your initial deposit. Checks should be payable to **Oak Hill Presbyterian Church**

Oak Hill Presbyterian Church: 4111 Connecticut Street, St. Louis, MO 63116
Phone: 314-520-9593 Fax: 314-664-3563 email: amenstlouis@gmail.com

Date Information

Date Possibilities:

1st choice: _____, _____ to _____, _____, _____
(Month) (Day) (Month) (Day) (YR)

2nd choice: _____, _____ to _____, _____, _____
(Month) (Day) (Month) (Day) (YR)

We will contact you if:

- ✓ Your first choice is taken and we will be assigning your group its second choice.
- ✓ If both of your choices are already full, we will contact you to discuss alternatives. If no other option can be found then your check will be returned.

Organization Information

Registration date :

Church/Organization:

Address _____

City _____ State/Prov. _____

ZipCode _____

This is the preferred mailing address. Yes No

Church/ Org. Phone (____) _____

Church/Org. E-mail _____

Fax (____) _____

Denomination _____

Conference _____

Primary Contact Person Information

Contact person _____

Title _____

Address _____

City _____ State/Prov. _____

Zip/Postal Code _____

This is the preferred mailing address. Yes No

Work Phone (____) _____

Preferred E-mail _____

Home Phone (____) _____

Cell Phone (____) _____

Group Information

Youth Groups:

____ Females (youth) + ____ Males (youth) + ____ Adult Females + ____ Adult Males
= ____ **TOTAL PARTICIPANTS***

** AMEN St. Louis requires 1 adult for every 5 High School aged youth, Middle school groups should bring 2 adults for every 6 youth.*

Age of youngest group member (at time of trip): _____

Other Groups:

____ Females (adults) + ____ Males (adults) = ____ **TOTAL PARTICIPANTS**

Type of group:

- Junior high Senior high Mixed Junior/Senior high College Adult
 Intergenerational Other

Total Due With Registration

TOTAL Participants _____ x \$75 per person = \$ _____

*****Make your checks payable to Oak Hill Presbyterian Church.**

Federal Tax ID #43-0655870

How did you hear about AMEN St. Louis? (Check all that apply)

<input type="checkbox"/> Recommendation (please specify) _____
<input type="checkbox"/> Past experience (please specify) _____
<input type="checkbox"/> Website (please specify) _____
<input type="checkbox"/> Brochure (please specify) _____
<input type="checkbox"/> Mailing (please specify) _____
<input type="checkbox"/> Denominational Listing (please specify) _____
<input type="checkbox"/> Publication Listing (please specify) _____
<input type="checkbox"/> Convention/Conference/Event (please specify) _____
<input type="checkbox"/> Other (please specify) _____

Please send your registration and payment to

Oak Hill Presbyterian Church.

4111 Connecticut Street

St. Louis, MO 63116

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