



**True Friends**  
 10509 108<sup>th</sup> St. NW  
 Annandale, MN 55302  
 952-852-0101  
 Email: [registration@truefriends.org](mailto:registration@truefriends.org)  
 Website: [www.truefriends.org](http://www.truefriends.org)

**FOR OFFICE USE ONLY:** Application Rec'd. \_\_\_\_\_  
 Deposit Rec'd. \_\_\_\_\_  
 By \_\_\_\_\_  
 \_\_\_\_\_ WC SLW 1 3 5+  
 P H Fb S D G O R C B RS H M L

**All pages 1 thru 10 of the application MUST be completed and mailed or e-mailed to our office for registration. We no longer accept faxed applications.** Your application will be put ON HOLD until all pages are received. Please contact our office if you didn't receive all the pages. Please do not hesitate to include additional information which you feel may be helpful in the care of this individual.

Who is filling out the application? \_\_\_\_\_ Relationship to Participant?: \_\_\_\_\_

Participant Name \_\_\_\_\_  
 Last Legal First Name (Nickname) Middle Initial

Address \_\_\_\_\_  
 Street (include Apt. #, if applicable) City State Zip

Telephone (\_\_\_\_) County of Birth \_\_\_\_\_ County of Residence \_\_\_\_\_

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ Email \_\_\_\_\_

**Session #'s and dates desired:** 1<sup>st</sup> choice: \_\_\_\_\_ 3<sup>rd</sup> choice: \_\_\_\_\_  
 2<sup>nd</sup> choice: \_\_\_\_\_ 4<sup>th</sup> choice: \_\_\_\_\_

If requesting to attend multiple sessions, please **explain:** \_\_\_\_\_

Do you have a cabin mate request? \_\_\_\_\_ (We will do our best to respect your request, but cannot guarantee it)

I need transportation to camp? \_\_\_\_Yes \_\_\_\_No Transportation **must** be requested at least 2 weeks prior to your session and is only available to non-metro resident camps from designated locations in the Twin Cities.

Can individual transfer out of wheelchair, if applicable: \_\_\_\_Yes \_\_\_\_No

**Transportation is available during select weeks only for Summer Camp. See camp catalog for sessions that have transportation availability. Transportation is not available for winter camp.**

<input type="checkbox"/> <b>I want my confirmation packet sent by mail to:</b>  <input type="checkbox"/> Camper's Address <u>OR</u> <input type="checkbox"/> Alternate address, write below: _____ _____ _____	<input type="checkbox"/> <b>I want my confirmation packet sent via email to:</b>  Email: _____
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Religious preference \_\_\_\_\_ Race: White \_\_\_\_ African-Am \_\_\_\_ Native-Am \_\_\_\_ Asian \_\_\_\_ Hispanic \_\_\_\_ Multi-racial \_\_\_\_ Other \_\_\_\_  
 If other, please specify: \_\_\_\_\_

<b>Parent name:</b> _____ Is parent also the guardian: Yes ____ No ____ Phone number (____) _____ Cell phone (____) _____ Email: _____ Parent Address _____ Street City State Zip Place of employment (parent) _____ Work number: (____) _____ Name of company Position/title	<b>Parent name:</b> _____ Is parent also the guardian: Yes ____ No ____ Phone number (____) _____ Cell phone (____) _____ Email: _____ Parent Address _____ Street City State Zip Place of employment (parent) _____ Work number: (____) _____ Name of company Position/title
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Applicant Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

\_\_\_\_ I do not have a legal guardian, I represent myself.

**Legal Guardian name**, if different than parent: \_\_\_\_\_ Relationship to applicant \_\_\_\_\_

Cell phone (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Guardian address \_\_\_\_\_  
Street City State Zip

**Living Situation:**

Res. Facility\_\_\_\_ Foster Home\_\_\_\_ Nursing Home\_\_\_\_ SLS\_\_\_\_ SILS\_\_\_\_ Private Home\_\_\_\_ Lives Independently\_\_\_\_ ICF-DD\_\_\_\_

**Residential Facility Name** \_\_\_\_\_ Corporate Owner Name \_\_\_\_\_

Facility Address, if different from address above:  
\_\_\_\_\_

Facility Contact Person \_\_\_\_\_ Facility Telephone (\_\_\_\_) \_\_\_\_\_

Facility Email \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_ Facility Cell Phone: (\_\_\_\_) \_\_\_\_\_

Facility Nurse: \_\_\_\_\_ Nurse Phone: (\_\_\_\_) \_\_\_\_\_

If applicant lives outside of private home, what is the staff/client ratio? 1:1\_\_\_\_ 1:2\_\_\_\_ 1:3\_\_\_\_ 1:4\_\_\_\_ 1:5 or more\_\_\_\_

**Emergency Contacts: Please list two *additional* contacts to be reached in the event that a parent/guardian cannot be reached:**

Name \_\_\_\_\_ Relationship to applicant \_\_\_\_\_

Home # (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ Work # (\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Relationship to applicant \_\_\_\_\_

Home # (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ Work # (\_\_\_\_) \_\_\_\_\_

**Social Worker name**, if different than guardian: \_\_\_\_\_ County \_\_\_\_\_

Phone number (\_\_\_\_) \_\_\_\_\_ Cell phone (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Social worker address \_\_\_\_\_

**Grandparents: Can be contacted in the event of an emergency \_\_\_\_ yes \_\_\_\_ no**

Paternal Grandparents Name \_\_\_\_\_ Home # (\_\_\_\_) \_\_\_\_\_

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

Maternal Grandparents Name \_\_\_\_\_ Home # (\_\_\_\_) \_\_\_\_\_

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

Is participant able to have unsupervised time by themselves? Please indicate for how long each day? (This does NOT mean that this will happen every day only that it is allowed)\* NOTE: Waterfront and Pool locations are supervised at all times, when in use.

\_\_\_\_NONE \_\_\_\_15-30 min \_\_\_\_30 min-1 hr. \_\_\_\_1-2 hrs. \_\_\_\_Rest time only \_\_\_\_Participant is able to direct own wants and needs

Applicant Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Supervision or Support Need is: \_\_\_\_\_ High (1:1) \_\_\_\_\_ Medium (1:3) \_\_\_\_\_ Low (1:5)  
(For additional care ratio guidelines, visit [www.truefriends.org](http://www.truefriends.org) and click on Camp & Respite and then click on Care Ratio on right side of the screen)

**Please check all boxes that apply. Conditions in bold print\* require an additional questionnaire, which will be sent to you.**

No Disability  Alzheimer's or Dementia  Amputee  
(Beginning Stage)  Arthritis  
 Asthma  Attention Deficit Disorder  Attention Deficit Hyperactive Disorder  
 Autism; Type: \_\_\_\_\_  
 Blood Disorder; \_\_\_\_\_  Brain Injury  \*CATHETER  
 Cerebral Palsy  Down Syndrome  
 Developmental-Cognitive or Intellectual Disability  \*DIABETES  Fetal Alcohol Syndrome  
 \*EPILEPSY or SEIZURES  \*FEEDING TUBE  
 Heart Problems, explain: \_\_\_\_\_  
**MENTAL HEALTH\* explain:** \_\_\_\_\_  
MRSA; location \_\_\_\_\_  MD (Muscular Dystrophy)  
 MS (Multiple Sclerosis)  Needs a staff proficient in sign language  Oppositional Defiant Disorder  
 \*ORTHOPEDIC APPLIANCES  Paraplegia  Parkinson's  
 Pervasive Developmental Disorder  Prader-Willi Syndrome  Quadriplegia  
 \*RESPIRATORY  Rett Syndrome  Spina Bifida  
 Tourette Syndrome  \*TRACHEOSTOMY  Uses Sign Language  
 Williams Syndrome  
 Other disability/diagnosis, please explain: \_\_\_\_\_  
 Blind  Vision impaired, no correction  Wears glasses  Uses cane  
 Deaf  Hearing impaired, no correction  Wears hearing aid x 1  Wears hearing aid x 2  
 Left ear  Right ear

**Special Appliances/Ambulation – PLEASE PROVIDE NEEDED EQUIPMENT**

Wheelchair?  Yes  No \_\_\_\_\_ long distances only  Manual  Electric  Stroller  
Slow Walker?  Yes  No  
What are the scheduled times out of the wheelchair? \_\_\_\_\_  
Assistance in walking?  Yes  No  support from another person  cane  walker  crutches  
Assistance in transferring?  Yes  No  
What type of transfer is used? \_\_\_\_\_ Mechanical Lift:  Yes  No  
Require **range of motion** exercises?  Yes  No If yes, please attach a copy of exercises.  
Does applicant wear/use?  Orthotics circle: left or right  Prosthesis circle: left or right  Braces/night braces  
Further Instructions: \_\_\_\_\_

**Sleeping**

Sleeps through the night?  Yes  No If no, please explain sleeping patterns/supervision needs: \_\_\_\_\_  
Will this person leave the cabin at night?  Yes  No  
Bed time rituals?  Yes  No If yes, please explain: \_\_\_\_\_  
Require repositioning during sleeping hours?  Yes  No If yes, how often: \_\_\_\_\_  
Is able to sleep in lower bunk without bed rails?  Yes  No Can applicant sleep in top bunk?  Yes  No  
What time does this person wake up in the morning, typically: \_\_\_\_\_ What time does this person go to bed, typically: \_\_\_\_\_  
Does the participant experience night time bed wetting?  never  occasional  weekly  nightly  
Further instructions: \_\_\_\_\_

**Eating – PLEASE PROVIDE NEEDED SUPPLIES**

Assistance level:  Independent  Some assistance  Cut food (eats independently)  Total assistance  
 right-handed  left-handed Typical appetite is:  large  medium  small Current height: \_\_\_\_\_ Current weight: \_\_\_\_\_  
Special diet?  none  diabetic  lactose intolerant  gluten free  low calorie  pureed  chopped  low sodium  
 low cholesterol  nectar thick liquids  honey thick liquids  Other restrictions? \_\_\_\_\_  
Difficulty with:  swallowing  chewing  drinking liquids  
Applicant requires:  special utensils (bring)  chopped food  dietary supplement (bring)  bite size pieces  straw  feeding tube  
Further instructions/information about eating or diet: \_\_\_\_\_

**Personal Care**

Assistance level:  Independent  Some assistance  Verbal reminders  Minimal assistance  Total assistance  
 Will use either shower or bath  Will only shower  Will only bathe  
Requires assistance with:  washing face and hands  brushing teeth  hair care  shaving  menstrual care  bathing  showering  
Denture use?  Yes  No Removes dentures at night?  Yes  No Orthodontics?  Yes  No Retainers?  Yes  No  
**Please explain in detail the type of assistance needed in each area. Attach a separate sheet with specific details:**

Applicant Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

**Bathroom Use**

Assistance in bathroom?  Independent  Reminders  Minimal assistance  Total assistance  
Use of incontinent product?  Yes  No (if yes, please be sure to supply plenty with extra to make it through the duration of their camp stay)  
AM product: \_\_\_\_\_ PM product: \_\_\_\_\_  
Bathroom schedule?  Yes  No Please, explain: \_\_\_\_\_  
Designated overnight times:  11pm  3am  7am Other \_\_\_\_\_  
Applicant uses:  urinal  bedpan  commode  intermittent catheter: Schedule \_\_\_\_\_  
  
Bowel program?  Yes  No Explain: \_\_\_\_\_  
Further Instructions: \_\_\_\_\_  
\_\_\_\_\_

**Dressing/Clothing & Personal Items**

Assistance with dressing?  Independent  Some assistance  Total assistance  
Help with:  buttons  shoes  shoe laces  socks  fasteners  zippers  shirt  bra  pants  
Assistance with:  reminders to wear clean clothes  separating clean and dirty/soiled clothes  
Further Instructions: \_\_\_\_\_  
  
Is able to care for and keep track of their own belongings?  Yes  No  
If No, all clothing and personal items need to be labeled with the camper's first and last name. **Please label all clothing.**

**Communication**

Able to communicate wants/needs?  Yes  No  
 Verbal-speaks clearly  Verbal-difficult to understand  Uses a communication device  Sign Language  Non-verbal/gestures  
Type of communication device: \_\_\_\_\_  
Understands/responds to questions?  Yes  No  
Needs extra time to process information  Yes  No  
Has difficulty understanding the communication of others  Yes  No  
Has difficulty expressing thoughts  Yes  No  
Able to read?  Yes  No Able to write?  Yes  No  
Can individual communicate pain?  Yes  No  
Further Instructions: \_\_\_\_\_

Please visit our online store at <https://squareup.com/market/true-friends>.

Has the camper ever attended True Friends services?  Yes  No  
 Respite  Summer Resident/Day Camp  Winter Resident Camp  Adventure Trip  
Check site(s) attended:  
 Camp Friendship  Camp Eden Wood  Camp Courage  Courage North  
How did you hear about True Friends?  
 social worker  teacher  friend/family  Arc  DSAM  AUSM  other support organization  
 internet search/which site: \_\_\_\_\_  
  
Attends school?  Yes  No  
Where: \_\_\_\_\_ Type of Class: \_\_\_\_\_  
Employed?  Yes  No Where: \_\_\_\_\_  
What do they do at their job? \_\_\_\_\_  
Each camper may have the option, in some programs, to send a postcard to a family member/friend.  
Please list the name/address/city/state/zip code where postcard should be sent.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
What is the camper's relationship to this person(s)? \_\_\_\_\_  
  
Please list any additional information regarding applicant, which may be helpful to the camp staff:  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Activity Interest:**

Does the applicant want to participate in the following activities?

- Boating  Yes  No
- Tubing  Yes  No
- Water skiing  Yes  No
- Canoeing  Yes  No
- Kayaking  Yes  No
- Tent Camp  Yes  No
- Ride a bike  Yes  No
- Fishing  Yes  No
- Spend time with farm animals  Yes  No
- Art  Yes  No
- Music  Yes  No
- Drama  Yes  No
- Attend a cook out or picnic  Yes  No
- Climbing Wall or Ropes Course  Yes  No
- Zip Lining  Yes  No

If yes, what is their biking ability level?  Beginner  Intermediate  Experienced  
 Rides a 2 wheel bike  Rides a 3 wheel bike  Would like to learn how to ride bike?

Swim  Yes  No

What is their swimming ability level?  Prefers wading  Beginner  Intermediate  Experienced

If the applicant does not enjoy swimming, will they want to be at the lake or pool during swim time?  Yes  No

If not a swimmer, will they enjoy splashing their feet in the water?  Yes  No Do they have a fear of water?  Yes  No

Does the applicant need ear plugs when in the water?  Yes  No If yes, please bring them to camp.

Does the applicant need a Personal Flotation Device when swimming or wading?  Yes  No

Will they swim in a lake?  Yes  No

Other things they want to do at camp: \_\_\_\_\_

**Social Interaction & Behavior Issues - Check behaviors that apply to applicant:**

- No unusual behavior
- Inappropriate language
- Physically aggressive toward others:  biting  slapping  punching  kicking  choking
- Physically challenging toward property
- Elopes unintentionally due to distractions
- Self-injurious behavior
- Temper tantrums
- Inappropriate sexual behaviors
- Elopes or intentionally runs \*Provide a behavior support plan
- Attaches to  male staff  female staff
- Stubbornness
- Withdrawn/shy
- History of stealing

Other, describe: \_\_\_\_\_

Is applicant on a behavior management plan or a positive support transition plan?  Yes  No. If yes, attach a copy.

Does applicant have a Coordinated Service & Support Plan (CSSP)?  Yes  No. If yes, attach a copy.

Ever been away from home before?  Yes  No

Is home sickness anticipated?  Yes  No

Any fears such as animals, thunderstorms, heights, large crowds, water, etc.?  Yes  No

Explain method for dealing with fears: \_\_\_\_\_

Explain all checked behaviors, their frequency and method/interventions of dealing with behavior. Use other paper to explain, as needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**\_\_\_\_\_ We are unable to obtain signatures at this time. A copy of this section has been sent to the appropriate individual for signatures and will be mailed to True Friends one month prior to applicant's arrival.**

### RELEASE SIGNATURE:

Attendance Release: I hereby give my permission for the applicant named above, to participate in True Friends (TF) sponsored and supervised programs. I certify that the information on the application is true, accurate and complete. TF emphasizes safety first; however participation in TF programs has inherent risks that may result in injury. I acknowledge and accept this fact and agree to hold harmless TF, its employees, and agents.

Emergency Release: I hereby give permission to the non-medical staff selected by TF to provide routine health care, administer prescribed and comfort/first aid medications, and if needed, seek emergency medical treatment including x-rays, routine tests and treatment for applicant named above. In the event that I cannot be reached in an emergency, I hereby give permission to the physician selected by TF to secure and administer treatment including hospitalization, injections, anesthesia or surgery, for the applicant named above. I give permission to obtain copies of treatment and health records from any provider and I agree to release information and records necessary for treatment. TF cannot assume responsibility for any medical expenses that may occur if medical care must be sought.

\_\_\_\_\_  
**(REQUIRED)** Signature of applicant, if legally represents self; parent; legal guardian or authorized person

\_\_\_\_\_  
Date signed

### Media Release – Photography

#### Release and Authorization for use of photographs, images, video and/or sound recordings:

I hereby grant True Friends and all of its subsidiaries, the irrevocable right and permission, throughout the world, in connection with the photograph(s), images, video or sound recordings that were taken of me by, or which I provided to, True Friends the following: the right to use and reuse, in any manner at all said photographs, images, video, and/or sound recordings in whole or in part, modified or altered, either by themselves or in conjunction with other photographs, images, video and/or sound recordings, in any medium or form of distribution, and for any purposes whatsoever including, without limitation, all promotional, marketing and advertising uses, and other trade purposes, as well as using my name in connection therewith, if True Friends so desires. This permission is granted in perpetuity.

I hereby forever release and discharge True Friends from any and all claims, actions and demands arising out of or in connection with the use of said photographs, images, video and/or sound recordings including, without limitation, any and all claims for invasion of privacy and libel. This release shall inure to the benefit of the assigns, licensees and legal representatives of True Friends.

#### Participants/Guardian on behalf of Participant:

Please initial your preferred option.

\_\_\_\_\_ **Yes.** I agree to allow True Friends to use photograph(s), images, video or sound recording as stated above.

\_\_\_\_\_ **No.** I do NOT allow True Friends to use photograph(s), images, video or sound recording as stated above.

*\* Please note by stating no, the participant will NOT be featured in group, or activity photos during their stay.*

Applicant Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

# Health History

(This page should be completed by a caregiver, not a physician)

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Primary Diagnosis: \_\_\_\_\_

Secondary Diagnosis: \_\_\_\_\_

**Allergies:** List **ALL types**, food, drug, environmental, etc. (continue on back, if needed): \_\_\_\_\_

Please specify type of reaction for each allergy (i.e. hives, nausea, trouble breathing): \_\_\_\_\_

Does participant carry an Epi-pen? \_\_\_Yes \_\_\_No (if yes, please also list this with their medications)

Primary Doctor: \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Name Address City/State/Zip Phone

Mental Health Provider: \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Name & credentials Address City/State/Zip Phone

Dental Provider: \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Name Address City/State/Zip Phone

**PLEASE SEND PHOTOCOPY OF ALL INSURANCE, PMI & MEDICARE CARDS**

MA # \_\_\_\_\_ Medicare # \_\_\_\_\_

Does applicant have *any other* health insurance coverage?

Company: \_\_\_\_\_ Policy # \_\_\_\_\_ Policy holder's name \_\_\_\_\_

**Vaccinations** Has participant's physician identified the need for participant to have TB testing? \_\_\_Yes \_\_\_No \*If positive, provide a chest xray. Date of last TB test? \_\_\_\_/\_\_\_\_ (month/year) What were the results of the TB test? \_\_\_positive \_\_\_negative  
I, the undersigned, attest that all immunizations are up to date in accordance with school requirements. \_\_\_Yes \_\_\_No (If no, please explain)

**Bowel Program (check all that apply):** \_\_\_Not Applicable \_\_\_MOM 2<sup>nd</sup> day without BM  
\_\_\_Suppository following day, if no results from MOM \_\_\_Fleets enema following day, if no results from suppository  
\_\_\_Camper has a different bowel program, explain: \_\_\_\_\_

Check if individual is subject to the following:

- \_\_\_sunburn    \_\_\_frequent colds    \_\_\_dizziness/fainting spells    \_\_\_constipation    \_\_\_menstrual problems
- \_\_\_frostbite    \_\_\_bronchitis    \_\_\_ear infection    \_\_\_diarrhea    \_\_\_vaginal infections
- \_\_\_sore throat    \_\_\_pneumonia    \_\_\_sinus infection    \_\_\_nausea/vomiting    \_\_\_urinary infections
- \_\_\_skin rash    \_\_\_stay out of water    \_\_\_must not get water in ears    \_\_\_decubiti/skin breakdown
- \_\_\_other: \_\_\_\_\_

**Please comment on the above checked items regarding treatment routine:** \_\_\_\_\_

**Describe the mental, emotional or psychological needs that will impact participant's interaction or participation:**

Psycho/Social Function: Please include information that will be helpful in supporting and encouraging participant. Things that are helpful to know are; what do they enjoy doing in their leisure time, relationships-family structure, companion animals (include name), fears/concerns, work/school (include grade completed), any information that will get participant talking/opening up: \_\_\_\_\_

**TREATMENTS/PROCEDURES FOR CABIN STAFF TO ASSIST PARTICIPANT WITH this should include things like acne cream, dandruff shampoo, non-prescription nasal spray, mouth washes, etc. If there is nothing being sent that cabin staff will be assisting with, write NONE** \_\_\_\_\_

Applicant Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

**MEDICATIONS:** All medications received for a True Friends service **must be PRE-SET or in their ORIGINAL CONTAINERS.** If bringing pre-set medications in a pill caddy, box or pill envelopes you must include a **current medication list, preferably from your clinic.** This does not need to include non-prescription medications.

**\*\*NOTE:** Bringing medications Pre-Set will aid in decreasing your wait time at check in. **\*\***

Please **check all that apply:** \_\_\_swallows whole with water \_\_\_break in half and swallows with water \_\_\_whole in applesauce or pudding \_\_\_cut in half in applesauce or pudding \_\_\_crush meds in applesauce or pudding \_\_\_uses oral syringe (please send) \_\_\_uses medicine spoon (please send) \_\_\_other, explain: \_\_\_\_\_

Will participant be bringing **more than 15 medications** to be administered at camp, either scheduled or as needed? \_\_\_Yes \_\_\_No  
 If yes, **please attach current medication list (from clinic, if possible)**

How many regularly scheduled meds does participant take? \_\_\_\_\_  
 How many PRN/As Needed medications will participant be bringing to camp? \_\_\_\_\_

Medication:	Reason for use:	mg.	# tabs	Frequency	Brkfst	Lunch	Dinner	Bed	Special Instructions: before, with or in food/crushed
	for:								
	for:								
	for:								
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**\*\*You may be sent questionnaires requesting further information which must be completed and returned to our office no less than 2 weeks prior to check-in.**

**This Health History is correct, to the best of my knowledge, and the applicant has permission to engage in all activities, except as noted.**

**Exceptions:** \_\_\_\_\_

**PERSONS CHECKING-IN PARTICIPANTS must be the applicant's guardian and/or legal representative.**

- A. Medication and health details.
- B. Special diet details.
- C. Special appliances or other medical needs.

**If there is a change in the participant's health or medications, or if they have had surgery within 3 weeks prior to arrival, PLEASE contact the Director of Health Care at (952) 852-0105 to determine if we are able to care for this participant.**

By signing this application, I agree that the information included throughout is complete and true to the best of my knowledge. If there are any changes to medications or condition of participant I agree to notify True Friends **at least 2 weeks prior to the camp session the participant will be attending.**

**Form completed by:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_



**Fee Agreement Authorization**

\_\_\_\_\_ I will pay cost of \$\_\_\_\_\_

\_\_\_\_\_ I will apply for Financial Assistance – **must complete Financial Assistance Form (Pg. 10) in its entirety and submit with completed application.** Financial assistance will not be awarded after the service has occurred.

Fee will be paid by:

\$ \_\_\_\_\_  
 Amount                      Name of Payee                                      address                                      city                                      state                                      zip

I will be privately paying for services? Yes \_\_\_\_\_ No \_\_\_\_\_

I will be paying for services with Adoption Assistance funds? Yes \_\_\_\_\_ No \_\_\_\_\_

I will be paying for services with County Funds? Yes \_\_\_\_\_ No \_\_\_\_\_

I will be paying for services with Waivered Service Funds? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please check the waiver that is approved to bill:

BI     CAC     CADI     DD     CDCS, If yes, who is your FSE? \_\_\_\_\_

Please attach a Coordinated Service & Support Plan (CSSP) if available.

**Method of Payment**

\_\_\_\_\_ Full payment of \$\_\_\_\_\_ enclosed.                      \_\_\_\_\_ Partial payment of \$\_\_\_\_\_ enclosed.  
 \_\_\_\_\_ Bill me later for a Single payment of \$\_\_\_\_\_                      \_\_\_\_\_ Bill me for Monthly payments (minimum \$75/month)

\_\_\_\_\_ Credit Card:                      Bill \$\_\_\_\_\_ To my:  MasterCard     VISA     Discover     American Express

Credit Card # \_\_\_\_\_

Print name on card \_\_\_\_\_

Card Holder Billing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Expiration Date: \_\_\_\_\_                      CVV Code: \_\_\_\_\_ (3 digit # on back of card)

**Deposit Required**

Deposits are required to attend camp. Please see the camp catalog to identify the deposit amount required for your session(s). Applications will not be confirmed or processed until a deposit has been received. Deposits will be applied toward the total cost. Deposits can be paid by credit card or check. Deposits are not required for individuals using Waivered Funds to pay for their sessions.

**Funds**

**Seeking Funds:** True Friends uses campers name to seek funds from donors for Financial Assistance. This applicant's first name and last initial **WILL be included** in seeking funds unless you contact Registration in writing.

**Cancellation Policy**

All advanced fees paid will be refunded in full if notice is received in the True Friends office 30 days prior to the applicant's session. If less than 30 days notice is received, all but the registration deposit will be refunded. Waivered Funds will NOT pay cancellation fees. Participants/guardians will be billed accordingly.

**When will I hear from True Friends about my session(s)?**

Most applications are processed within three weeks. If this time frame has passed, please contact Registration.

I/We verify that the information on this application is true and accurate.

\_\_\_\_\_  
 Signature of applicant or guardian                                      Date

# FINANCIAL ASSISTANCE APPLICATION

**Please complete in its entirety to be considered for Financial Assistance.**

**Due to limited Financial Assistance funds available, financial assistance requests must accompany the initial application. Funds are awarded on a first come, first served basis and will not be awarded after the service has occurred.**

**Please note: if you are using waiver funds to pay for any portion of your fees, financial assistance is not available.**

Camper's Name:				
	Last	First	Nickname	Middle Initial
Date of Birth:				
Parent/Guardian Name (if applicable):				
Spouse name (if applicable):				

Adj. Gross Income: \$	
Adj. Gross Income of spouse (if separate returns filed) \$	
(From: Line 36-IRS 1040 Form OR Line 21-IRS 1040A Form OR Line 4-IRS 1040EZ Form)	
Total Number of dependents (including yourself and spouse, if applicable)	

Total Amount you are able to contribute towards the cost: \$ \_\_\_\_\_

Provide a brief explanation of financial need (Please list extenuating circumstances on back of application or additional page if needed) Examples: Unemployed or Disability since last tax filing, Out of Pocket Medical, etc.

<b>Examples: Extenuating Circumstances</b> (loss of income, significant out of pocket expense)	<b>Wage Earner or Dependent Affected</b>	<b>Additional hardship since last tax filing</b>

I/We verify that the above information is true and accurate. If requested, I/We agree to provide verification of income.

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Signature of camper/parent/guardian
Date

Financial Assistance Awards will be included in your confirmation letter.

True Friends, 10509 108<sup>th</sup> St. NW, Annandale, MN 55302  
(952) 852-0101  
www.truefriends.org