



CHILD DROP-OFF AND PICK UP AUTHORIZATION

Child's Name (Please Print) _____ Today's Date __/__/__

Parent's Signature _____

Return Authorization Form Along With Enrollment Form

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. MAKE SURE YOU LIST ALL ADULTS
EVEN IF YOU RESIDE IN THE SAME HOSEHOLD.

THE FOLLOWING ARE AUTHORIZED TO PICK UP MY CHILD FROM VOC ACTIVITIES

1. Parent/Guardian (please print) _____

Cell/Home Phone: _____ Work Phone: _____

2. Parent/Guardian (please print) _____

Cell/Home Phone: _____ Work Phone: _____

PERSON(S) OTHER THEN PARENT/GUARDIAN AUTHORIZED TO PICK UP AND/OR DROP OFF CHILD

1. Name: _____

Cell/Home: _____ Work: _____

Relationship: Grandparent: __ Relative: __ Family Friend: __ Daycare Provider __

2. Name: _____

Cell/Home: _____ Work: _____

Relationship: Grandparent: __ Relative: __ Family Friend: __ Daycare Provider __

3. Name: _____

Cell/Home: _____ Work: _____

Relationship: Grandparent: __ Relative: __ Family Friend: __ Daycare Provider __

Village of Chatham Recreation Activities

Authorization to Release Guidelines

This requirement is necessary to account for all children and keep them safe. In our ongoing efforts to maintain security for our children we ask that a signed form remain on file with the Village of Chatham Recreation Department.

Who Can Pick Your Child

Only person(s) indicated on release form will be able to take your child from the scheduled activity if person listed in activity is under the age of . In case of a last minute change or addition, please send a signed and dated note or fax to Village of Chatham at 217-483-3574 to the attention of the Recreation Director. Email authorization is accepted from a parent/guardian that we already have on record.

If enrolled person is allowed to leave without parent/guardian pick up please indicate so.