Courses-By-Request

Courses for Girl Scout volunteers can be brought to every membership area. If you have a request for a course in your membership area, please follow the guidelines listed below.

Each course requested must have at least five (5) participants or six (6) for an American Red Cross training. If you do not have enough people, call Sarah Byer at 800.236.2710 X 1143. We may be able to locate others who would like the course as well.

Troop Overnight Certification must take place at a site that is capable of outdoor experiences (campfires, hikes, etc.) and follows *Safety-Activity Checkpoints* found on our website.

Include a list of participants and phone numbers on the back of this form or include an additional sheet with the information. It is the responsibility of the person making the request for a course to contact all participants in the case of a cancellation or rescheduling.

Please turn in a Courses-By-Request Form at least 30 days in advance. Requests will be accommodated depending on the availability of volunteer facilitators and facilities. Be sure to include several different possible dates.

Girl Scout Membership Area _____ Number of Participants: _____

Training Requested: _____

Person Making Request _____

Address _____

City _____ State ___ ZIP_____

Day Phone (____) _____ Evening Phone (_____) _____

E-mail Address: _____

Dates and times you would like the training; list at least three (3) different dates.

1. _____

2. _____

3. _____

Place where the training will be held; courses should be located in a place where there are few distractions and enough space.

Site _____

City _____ State _____ ZIP_____

Phone Number _____

Directions _____

_____

Return this form to: **Girl Scouts of Wisconsin—Badgerland Council**
Attn: Sarah Byer, *Director of Volunteer Management*
2710 Ski Lane, Madison, WI 53713