



1 June 2008

From: Raymond Mederos, Unit Commander
General Raymond G Davis
Metro Atlanta Young Marines

To: Parents and Young Marines

Subject: LOI and Contract for Washington DC/Quantico Trip

We are planning a trip to the Quantico, VA Marine base, near Washington DC. We plan to leave from the NAS Atlanta security gate on Sunday, 13 July 2008 at 8pm. Young Marines must be present at 7pm to load the bus. We will return on 19 July 2008. We are currently planning for 35 Young Marines and 10 adult staff members.

It is important for us to have up to date information for this trip for the safety and well being of everyone involved. We need copies of current insurance cards, contact information, permission for medical treatment, address, phone numbers (home, work, and cell) of both primary and back up contacts for each Young Marine. A signed copy of this contract plus YMForm 2, copy of the current insurance card (back and front) and YMMED Forms 1& 2 plus a copy of any other forms where information has changed since the last registration or re-registration must be submitted no later than 4 July 2008. If you are unable to submit them in person, please mail them to Mrs Gifford, 1030 Knotte Pointe Dr, Woodstock, GA 30188-4624 by 4 July 2008.

Any medications that are required to be administered to Young Marines during the trip will need to be given to the Activity Medical Officer (AMO) on the day of departure. Any medications (prescription or OTC) to be given to Young Marines during the trip must be in their original packaging/bottle with the Young Marine's name, dosing instructions, expiration date, and for prescription medications the prescribing physician's name and phone number and the pharmacy name and phone number attached to the container. We cannot and will not accept medications loose in plastic bags, paper bags, etc.

Funds for souvenirs beyond the \$25 allotted to each Young Marine as part of the trip will be the sole responsibility of the Young Marines and their parents.

Acceptable behavior is expected at all times. All Young Marines must give full cooperation to adult staff members. Behavior such as fighting, harassing, hazing, dishonesty, etc. will not be tolerated. Young Marines will be expected to abide by their Obligation and Creed at all times.

If for any reason, a Young Marine must return home prior to the scheduled return on 19 July 2008, it will be the financial responsibility of the Young Marine's parents to cover 100% of the cost for transportation, meals during transportation, and any associated costs. Reasons for a Young Marine to have to return home early might include, but not be limited to, behavioral issues, home sickness that we cannot work through, injury or illness, family emergencies, etc.

We will make a reasonable attempt to work through issues that may come up without having to send a Young Marine home early. We will contact someone from the emergency contact list in order to make arrangements for transportation. If necessary, an adult staff member will accompany the Young Marine during transportation at the parent's expense.

It is our intention to have a fun and safe trip for everyone involved. We wish to have a clear understanding of the rules that will apply should any unforeseen situations arise.



Raymond Mederos, Unit Commander

I have read and understand and agree to the terms for the above activity.

Parent Signature - date

Young Marine Signature . date

Parent Name- Printed

Young Marine Name- Printed