

Registration Instructions

Deadline to register is January 13.

1 All Attendees

Complete the online registration form.

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If the congregation is completing this form for multiple attendees, you will need to know the following for each attendee:

- Name
- Preferred Pronouns (optional)
- Cell Phone Number
- Email Address
- Address
- Participant Grade/Leader Role
- Pastor, Deacon, Youth Leader Name Attending
- Shirt Size (all sizes are adult)
- Housing (either Male or Female)
- Food Allergies/Restrictions
- Accessibility Needs/Concerns

Registration costs $160 for youth and adult participants and $60 for adult leaders. The fee includes meals, lodging, activities, and an event t-shirt. Payment is due with registration. Payment must be made by credit or debit card. An early bird discount of $10 applies until December 16.

A confirmation email will be sent automatically (from notifications@onrealmmail.org) when the registration has been completed successfully.

2 All Attendees

Complete the online permission and medical form.

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For youth attendees, this form should be completed by the youth attending and their parent/guardian.

The form includes:

- Completing a Permission and Medical Form
- Providing Emergency Contact Information
- Reading and agreeing to the event expectations
- Reading and acknowledging the media release policy

If you have **event questions,** contact Pastor Tina Toburen at 734.239.4013 or email at toburen@vasynod.org

If you have **event registration questions or issues**, call the synod office at 540.389.1000 or email Debbie Hux at hux@vasynod.org or Lenae Osmondson at osmondson@vasynod.org

All event information and forms available at vasynod.org/event/winter-celebration



Registration Instructions

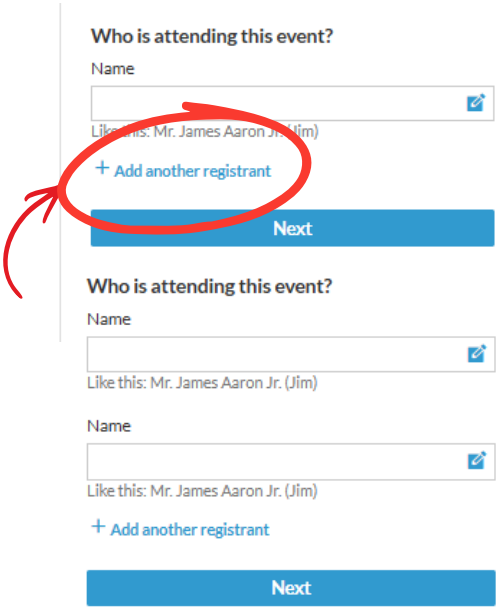
Deadline to register is January 13.

All Attendees

Go to the online registration form.

If you are registering more than one person on the same transaction, click add another registrant as many times as needed to be able to add each person's name before you hit next.

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Each time you click "add another registrant," it adds another name field. Type in the next name and continue adding more registrants until you have everyone you are registering listed. Then hit next.

Select the registration type for each person and complete the required questions. **All required questions have a red asterisk (*).** If it won't let you proceed to review, you left a required field blank.

Then click next review. If everything looks correct, you can proceed with the payment information.

If you registered successfully, you will receive a confirmation email from Virginia Synod, ELCA - notifications@onrealmmail.org. Check your spam/junk folders if you do not see it in your inbox. You can also save that email address as a contact to help filter those messages to your inbox in the future.



Permission & Medical Form Instructions
Deadline to complete is January 13.

All Attendees

Complete the permission and medical form.

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Each participant need to complete this form. For youth attendees, this form should be completed by the youth attending and their parent/guardian.

The form includes:

- Completing a Permission and Medical Form
- Providing emergency contact information
- Reading and agreeing to the event expectations
- Reading and acknowledging the media release policy

You will need to know the following for each attendee:

- Medical Insurance Carrier and Policy Number
- Any Disabilities / Special Medical Conditions / Limitations
- Participant Medications (if applicable)
- Emergency Contact(s) Name, Phone, & Relationship to Attendee

Notes:

- **All required questions have a red asterisk (*)**. If the form won't let you submit, you left a required field blank.
- For signatures, use your mouse or finger to draw the signature.
- To upload a copy of your insurance card, take a picture of your card first, then click choose file and select the image to upload to the form.

Once you've completed the required information, click Submit.



Adult Participants

In addition to the registration and permissions and medical form.

If you completed these forms for Lost and Found 2026 you do not need to complete them again.

1 Background Check Form Instructions

All adults participating in Virginia Synod Youth Events must complete a background check once every program year, between August 1 of the current year and July 31 of the next year.

All Adults must Agree to and Complete the Background Check Form.

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All adult participant should complete this form.

You will need to know the following to complete the form:

- Name and (Previous Names if applicable)
- Address, Phone, and Email Address
- Gender (if applicable)
- Driver's License Number and State Issued
- Social Security Number
- Birthdate

Notes:

- **All required questions have a red asterisk (*)**. If the form won't let you submit, you left a required field blank.
- For signature, use your mouse or finger to draw the signature.

Once you've completed the required information, click Submit Form.

2 Small Group Leader Information Sheet

All adults who lead small groups at Virginia Synod Youth Events must complete this form once every program year, between August 1 of the current year and July 31 of the next year.

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