

Tailor Made

APEX CONFERENCE 2019

LEADERS PACKET

THEME: *Tailor Made*

For we are his workmanship, created in Christ Jesus for good works, which God prepared beforehand, that we should walk in them. – *Ephesians 2:10*

WORSHIP ARTIST: *General Sessions: Giant Lion* (giantlionworship.com)

SPEAKER: *Catherine Mullins* (catherinemullins.com)

DATE: May 24 – 26, 2019

LOCATION: The University of Pittsburgh at Johnstown (450 Schoolhouse Rd, Johnstown, PA 15904)

WHO: The Apex Conference is for Jr. and Sr. High School students (and leaders).

PURPOSE: To empower students to reach a lost humanity, calling youth into ministry, and transforming lives for Jesus Christ.

COST:

| If you register by April 15th | Cost | Deposit | Balance Due |
|---|--------------|----------------|--|
| 2 male/female per room | \$175 | \$100 | \$75 due by May 20th |
| If you register by May 1st | Cost | Deposit | Balance Due |
| 2 male/female per room | \$195 | \$120 | \$75 due by May 20th |

Prices Include: 3 nights of lodging (2 people per room), meal passes (3 all-you-can-eat meals on Saturday & Sunday), all general sessions & workshops, and afternoon/evening activities.

GROUP REGISTRATION INFO:

- Registration forms must be handed in by May 1st. Registrations received after May 1st will be accepted as long as space is available.
- All registration fees are non-refundable but may be transferred within your group.
- We accept Check, Visa, or Master Card.
- Each group must have 1 adult chaperone per every 8 students. *Anyone attending Apex that is not in Jr. High or High School will be considered a youth leader with their group.*

HOW TO REGISTER & RECEIVE YOUR CONFIRMATION:

- Have students complete the *APEX Registration Form* provided or create your own. Student registration forms should be returned to their group leader, accompanied by a non-refundable deposit. *The APEX registration forms that you give to your students are for you to keep.*
- Group leaders should return the included **Group Registration Form and one check payable to "IFCA"**, no later than the registration deadline mentioned.
- Upon our office receiving your completed group registration form and payment, you will receive a confirmation letter from Apex Ministry within 10 business days.
 - To expedite this process please include an email or fax number.
 - To receive your confirmation letter it is important that you fill out your group registration form completely!
- For questions or additional information, please contact Steve Carlson (586) 709-1309 or steve@apexministry.org.

UPON ARRIVAL TO THE APEX CONFERENCE:

- APEX Conference registration will take place in the Living Learning Center upon arrival to Pitt-Johnstown University.
- To receive all pertinent APEX Conference items (meal cards, room keys, Conference programs, promotional items, and leaders' instructions for the weekend), you must register at the LLC on Friday, May 24th between 12:00 PM – 6:30 PM. *Please bring your confirmation letter with you.*
 - We strongly suggest that you carry copies of your students' medical release forms and insurance information in the event of an emergency.
- If possible, please try to arrive *early* to provide adequate time for your group to settle in before the evening program. The opening session will begin at 8:30 PM on Friday.
- At registration, you will also be able to sign up your groups for Sporting Events and Talent Search.

INFO ABOUT SPORTING EVENTS:

- This year's tentative events are: Basketball, JV Basketball, Volleyball, Dodgeball, & Ultimate Frisbee.
 - Basketball and volleyball will be run as tournaments on Saturday. *Groups must pre-register.*
 - Dodgeball & Ultimate Frisbee will be run as open activities on Sunday. *Registration not required.*
- You can have more than one team for each event.
- *Only one leader on each team can be playing at any given event.* You can have one or more leaders on a team, but only one is to be playing on the court or field at a time.
 - No leader is allowed to play on the JV basketball team.
- No arguing calls! The referees are volunteering their time for the sporting events. They are not professionals!

INFO ABOUT TALENT SEARCH:

- Talent Search will take place on Sunday afternoon in the PPAC.
- All Entries must be 5 minutes or less.
- Available Entries to include: Acapella, Acoustic Instruments (no drum kits), Drama, Creative Writing or Drawing, & Persuasive Speech.
- All Entries will be subject to review before performance.
- All audio or video needs must be described in full during registration.

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TENTATIVE SCHEDULE

FRIDAY, MAY 24TH EVENING

| | |
|---------------------|---------------------------------------|
| 12:00 PM - 6:30 PM | Registration - Living Learning Center |
| 7:45 PM - 8:30 PM | Exhibitor Area Open - PPAC Building |
| 8:30 PM - 10:30 PM | General Session 1 - PPAC Building |
| 10:30 PM - 11:00 PM | Exhibitor Area Open - PPAC Building |
| 11:00 PM - 12:00 AM | Small Group Devotionals - Dorm Rooms |
| 12:00 AM | Mandatory Curfew |

SATURDAY, MAY 25TH DAY

| | |
|---------------------|--|
| 7:00 AM - 8:30 AM | Breakfast - Student Union Hall |
| 9:00 AM - 9:30 AM | Exhibitor Area Open - PPAC Building |
| 9:30 AM - 10:45 AM | General Session 2 - PPAC Building |
| 11:00 AM - 11:45 AM | Workshop A - Blackington Hall, Heritage Hall |
| 12:00 PM - 1:30 PM | Lunch - Student Union Hall |
| 1:30 PM - 5:00 PM | Afternoon Sporting Events & Activities - Gym, Field & Aquatic Center |

SATURDAY, MAY 25TH EVENING

| | |
|---------------------|--------------------------------------|
| 5:00 PM - 6:30 PM | Dinner - Student Union Hall |
| 7:00 PM - 7:30 PM | Exhibitor Area Open - PPAC Building |
| 7:30 PM - 10:30 PM | General Session 3 - PPAC Building |
| 10:30 PM - 11:00 PM | Exhibitor Area Open - PPAC Building |
| 11:00 PM - 12:00 AM | Small Group Devotionals - Dorm Rooms |
| 12:00 AM | Mandatory Curfew |

SUNDAY, MAY 26TH DAY

| | |
|---------------------|--|
| 7:00 AM - 8:30 AM | Breakfast - Student Union Hall |
| 9:00 AM - 9:30 AM | Exhibitor Area Open - PPAC Building |
| 9:30 AM - 10:45 AM | General Session 4 - PPAC Building |
| 11:00 AM - 11:45 AM | Workshop B - Blackington Hall, Heritage Hall |
| 12:00 PM - 1:30 PM | Lunch - Student Union Hall (Youth Pastor Huddle) |
| 1:30 PM - 5:00 PM | Afternoon Sporting Events & Activities - Gym, Field & Aquatic Center |
| 2:00 PM - 5:00 PM | Talent Search - PPAC Building |

SUNDAY, MAY 26TH EVENING

| | |
|---------------------|--------------------------------------|
| 5:00 PM - 6:30 PM | Dinner - Student Union Hall |
| 7:00 PM - 7:30 PM | Exhibitor Area Open - PPAC Building |
| 7:30 PM - 10:30 PM | General Session 5 - PPAC Building |
| 10:30 PM - 11:00 PM | Exhibitor Area Open - PPAC Building |
| 11:00 PM - 12:00 AM | Small Group Devotionals - Dorm Rooms |
| 12:00 AM | Mandatory Curfew |

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RULES & RESPONSIBILITIES

RESPONSIBILITIES OF A LEADER:

- As a leader for your group, you share a great part in helping to make this a successful conference. Please enforce the following rules to your students (*thank you ahead of time for helping to enforce the rules!*):
 - Note: WILLFUL VIOLATION OF THESE RULES COULD RESULT IN A STUDENT'S IMMEDIATE DISMISSAL FROM THE CONFERENCE AT THEIR OWN EXPENSE.

BASIC RULES:

- NO guys in girls' rooms, NO girls in guys' rooms.
- NO drugs or alcohol.
- If you break it, you bought it.
- NO smoking in the dorms or on campus.
- Be on time to all sessions.
- Leaders should know where their students are at all times.
(Your students are your responsibility for the weekend.)
- NO students should be left in the dorm area during session and meeting times.
- Leaders and students are not allowed to save seats in the convention center for general sessions.

UNIVERSITY RULES:

- You break it, you bought it.
- NO one is allowed out of their rooms after curfew.
- NO long distance calls from rooms (credit card required for all calls and room charges).
- Dorm rooms must be kept in an orderly fashion and noise levels must be kept at reasonable levels.
- Do not lose your room key or meal card.
 - If you loose a room key you will be charged **\$95**.

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INDIVIDUAL REGISTRATION FORM

Every individual who will be attending APEX Conference 2019 with a group (student or chaperone) must fill out this form and turn it in to their Group Leader. Group Leader retain a copy of each form and bring with you to APEX Conference 2019.

Student's Name _____

Address _____

City _____ State _____ Zip _____

Phone (_____) _____ Email _____ Grade _____

Youth Group / Church Name _____

Please indicate which of the following best describes you (check all that apply):

Male Female High School Student Jr. High Student
 Senior Pastor Youth Pastor Group Leader Adult Chaperone / Volunteer

Release Form:

NO INDIVIDUAL WILL BE REGISTERED OR ADMITTED TO APEX CONFERENCE 2019 WITHOUT COMPLETING AND SIGNING THE FOLLOWING (Each student registrant must have his/her parent or guardian sign this release. Each adult registrant must sign the release):

"Having been made aware of the activities the registrant will be doing, I hereby consent to the registrant's participation in APEX Conference 2019. I indemnify, defend and hold harmless IFCA for all claims and liabilities assessed against them as a result of the registrant's activities. Further, in case of emergency, I understand that every effort will be made to contact parents or guardians of minor registrant's. However, if parents or guardians cannot be reached, or if I, the below signed registrant, am 18 years of age or older, I hereby give IFCA and/or church group leader permission to act on my behalf in seeking medical treatment in the event that such treatment is deemed necessary or advisable for the registrant's health, safety and welfare. I give permission to those administering medical treatment to do so, using the measures deemed necessary. I release IFCA and all medical providers from liability in acting on my behalf in this regard and rendering such medical treatment. I assume the risk of financial responsibility for any injury resulting from the registrant's activities."

RECORDING RELEASE: In registering for APEX 2019, you give permission to Apex Ministry and its video/audio production staff to use your name, voice, video image and/or photo in future promotional pieces, broadcasts, and the Apex Ministry website.

Signature _____ Parent _____ Guardian _____ over 18 _____

Emergency Contact _____ Phone () _____

Physician Name _____ Phone () _____

Please list any medical conditions, allergies or other disabilities or impairments that should be disclosed to any medical provider should a medical need arise at APEX 2019.

Health Insurance Company _____ Policy Number _____

Payment: Amount _____ Cash _____ Check # _____

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GROUP REGISTRATION FORM

ALL ITEMS MUST BE COMPLETED / PLEASE PRINT CLEARLY

| |
|-----------------|
| Office Use Only |
| Check # _____ |
| Amount _____ |
| Auth # _____ |

CHURCH INFORMATION

Church / Organization Name _____
Senior Pastor's Name _____
Address _____
City, State, Zip _____
Phone / Fax _____ / _____
Email address _____

GROUP LEADER INFORMATION

Group Leader Name _____
Address _____
City, State, Zip _____
Phone / Fax _____ / _____
Email address _____

REGISTRATION AMOUNTS

Each group must have 1 adult chaperone per every 8 (same gender) students. Ratio is required for lodging purposes.

Number of students registering: male _____ female _____
Number of leaders registering: male _____ female _____
Total Attendance: male _____ female _____

PAYMENT INFORMATION

Deposit Required: \$100 per person // \$120 per person after April 15th 2019

Amount enclosed \$ _____ Check # _____
Name on Credit Card _____
Address, City, State, Zip _____
Credit Card # _____ Exp Date ____/____ 3-digit Security Code _____ (back of card)
Signature (for Credit Card only) _____

- Refund policy: All deposits and balances must be postmarked or faxed by the due date. **All deposits are non-refundable.** All balances are due by May 20th, 2019.
- This registration and payment are confirmation that you have read and accepted this registration policy.

Youth Pastor Signature _____ Date _____

Sr. Pastor Signature _____ Date _____

Please note how you would like us to return your confirmation (circle one): email / fax / mail

Mail form & check (made payable to "IFCA") to: Apex Ministry, 1294 Rutledge Road, Transfer, PA 16154

- OR -

Fax form with credit card information to: 724-962-1766

For questions or information, please contact Steve Carlson: 586-709-1309 // steve@apexministry.org