



# Recreation and Wellness Center

UNIVERSITY OF CENTRAL FLORIDA

## Challenge Course Group Checklist

Thank you for booking with us. We are looking forward to having you join us at the Challenge Course! Below is a checklist that will help prepare you for your program.

Please call us if you have any further questions.

### Before Your Program:

- Report your final participant count to the RWC at least one week before your scheduled program
- Return signed contract with payment to the RWC
- Have your contact meeting with your Head Facilitator
- Make copies of the *Release of Liability and Assumption of Risk and Medical Information Form* for your group to fill out – **have these printed front and back on one page**
  - **Forms should be filled out in blue or black ink pens, not pencil**
- Review the Challenge Course policies and procedures and inform all participants of what to bring for the day and what not to bring. **Make sure all participants are well fed and drink plenty of water before coming to the course.**
- Inform Challenge Course staff if you will be bringing food and/or drinks for your group

### Day of the Program:

- Meet the facilitators at the Barbara Ying Center (building 71 on UCF Parking Map) **15 minutes before your designated program time**
- Turn in the liability and medical forms to your facilitators
  - Have facilitators check Student IDs, if applicable
- Be present and encouraging with your group to help create a positive environment

*Our mission is to encourage personal growth, enhance social interaction skills, and cultivate leaders through engaging and challenging outdoor adventure pursuits.*

**Your cooperation with our mission is critical to the program being a success.**