

Junior High Youth Gathering | June 2-4, 2023



Pre-Registration, Registration, and Lodging Overview

GATHERING REGISTRATION PROCESS

1. Review participant and adult leader guidelines & fee structure
2. Pre-register your church
3. Receive program registration documents via email (Registration Confirmation Email)
4. Complete, sign, and submit all forms to Michigan District, LCMS by **April 1, 2023**.
5. Receive final invoice balance (includes program and lodging fees for all participants) and submit final payment by May 1, 2023.

STEP 1

PARTICIPANTS & ADULT CHAPERONE GUIDELINES

There is no minimum or maximum for the size of a church's group, though it is suggested that there be at least one adult leader (21 years of age or older) for every six youth. **If a group is to have both male and female youth participants, there must also be at least one male and one female adult leader.**

The 2023 Michigan District Junior High Youth Gathering is for youth (entering grades 7, 8, and 9 in the Fall of 2023) and adults (minimum 21 years of age) who are affiliated with an LCMS congregation. Pastoral verification is required of all adult leaders.

For more information or questions, contact Debbie Hughes at the District Office at 888.225.2111 ext. 234 or debra.hughes@michigandistrict.org.

GATHERING PROGRAM REGISTRATION & LODGING FEE SUMMARY

Program Registration Cost: \$90 per participant (youth & adult). The program registration cost includes four meals, t-shirt, and various programming, registration, and activity expenses.

Room Rate at Bavarian Inn Lodge: \$100 per night - all housing is arranged by the Michigan District, LCMS. Up to 4 people can share 1 room.

****Important Sales Tax Information:** All payments must be made with a congregational credit card or church check in order to be exempt from Michigan Sales Tax. You will be invoiced for sales tax if personal accounts are utilized.*

STEP 2

PRE-REGISTRATION OVERVIEW

Pre-registration will enable your church to receive the registration forms, which includes forms for youth and adult leader registration, housing requests, and servant event preferences. You will receive links to these forms in your Registration Confirmation Email.



The pre-registration can be found via <https://www.michigandistrict.org/jrhigh23>. Pre-registration asks each congregation for their youth group's congregation info, main contact (youth leader) information, and a deposit of \$250 per church (fully refundable if no attendees register), which may be made online with a church credit card or mailed in with a church check within 30 days of submitting pre-registration information. This deposit will be applied to the group's final balance.

PRE-REGISTRATION PAYMENT INSTRUCTIONS

Online payment for your group's deposit will be completed at the end of your registration through PayPal/Credit-Debit Card. **You do not need to have a PayPal account to use this service.** When you submit pre-registration, you will be routed to a secure PayPal server where you can enter your church credit card payment information.

If you prefer to **mail in your payment**, follow these steps:

1. Complete the online pre-registration with your email information included;
2. Choose: "Will mail in check" - After you submit the form, you will receive a Confirmation Email;
3. Within 30 days of pre-registration, send a copy of your Confirmation Email with your check made payable to Michigan District, LCMS. Please also include your order number from your receipt on the memo line of your check so we can match this up to your pre-registration;
4. Mail payment and copy of your receipt to:

Michigan District, LCMS
Jr. High Youth Gathering
3773 Geddes Road
Ann Arbor, MI 48105

STEP 3

PROGRAM REGISTRATION OVERVIEW

Upon receiving the registration confirmation email, please print and complete program registration forms for each participant and adult leader, as well as the housing request and servant event preferences forms. These are fillable pdf forms. We will **NOT** accept handwritten forms. **(Please type in all information, print, and gather signatures).**

STEP 4

SUBMIT ALL PAPERWORK TO MICHIGAN DISTRICT, LCMS

Once forms are complete, please mail to:

Michigan District, LCMS
Jr. High Youth Gathering
3773 Geddes Road
Ann Arbor, MI 48105

Or scan and email to debra.hughes@michigandistrict.org



STEP 5

FINAL PAYMENT FOR GATHERING

Upon receiving your church's forms, the Michigan District, LCMS, will mail an invoice to your congregation for the remaining balance, which is due by **May 1, 2023**.

No refunds of any kind will be made after May 1, 2023. This policy is without exception. More detailed cancellation, refund, and substitution questions can be directed to Debbie Hughes at the District office by emailing debra.hughes@michigandistrict.org.

Please register as soon as possible—the Gathering fills up fast! Space is limited and will be based on a first-come, first-serve policy, so please return your paperwork promptly.

We look forward to seeing you in Frankenmuth!

