



SANCTUS 2020

## YOUTH GATHERING

### GUIDE TO REGISTRATION

*Registration is completed by parish minister for the group coming from your parish.*

**STEP 1:** Complete the online [Sanctus Registration FORM](#)

*\*Payment is not required to complete the form!*

**STEP 2:** Complete the *excel spreadsheet* provided by Sanctus via Email after the completion of the online registration form. This will include brief information on each participant and each chaperone.

**STEP 3:** Collect forms for all youth participants including: Permission Slip, Health Form, Media Release and collect proof of Safe Environment Training and Background Check from chaperons and any participating adults. \*see checklist!

**STEP 4:** Collect registration fees for youth and adult attendees and send check payment to:

Norbertine Community of New Mexico  
5825 Coors Blvd. SW Albuquerque, NM 87121  
Attention: Celina Chavez

*Payment is not due until January 10, 2020*

*We look forward to welcoming you and your youth! We hope this conference will be a meaningful experience for those preparing for the sacrament of Confirmation and other high school youth who may be participating in your program.*

**Sanctus** - A ministry of The Norbertine Community of Santa Maria de la Vid Abbey



505-873-4399 ext. 237

contact@sanctusnm.org

www.sanctusnm.org

5825 Coors Blvd. SW ABQ, NM 87121



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### Registration Checklist

#### FOR MINORS IN ATTENDANCE:

- Registration Fee \*not due right away!
- Parent/Guardian Permission Slip
- Health Form
- Media Release

#### FOR ADULTS IN ATTENDANCE:

- Registration Fee \*not due right away!
- Safe Environment Training / VIRTUS Online Training
- Background Check