

Saskatchewan Census Summary Form for 2008/2009

Complete this form and send **DIRECTLY** to the Provincial Office as soon as possible
no later than November 1

Official Unit Name/Number: _____ Unit iMIS #: _____
(if known)

Meeting Location: _____ Day: _____ Time: _____

District: _____ Division: _____ Area: _____

Contact Guider: _____ tel #: _____ e-mail: _____
(please print)

Number of girls in unit _____

How many Project Lend a Hand applications? _____

The Leaders in this unit: (if new members, **very important**, please include address, phone, e-mail): please print

1. Review the attached *Unit Activity Roster*, print DELETE by names of girls that are NOT returning to this unit. (Print on left hand side of page under unit designation.)
2. If girls are moving to another unit (e.g. from Sparks to Brownies) indicate branch on the roster list. (Print on right hand side of sheet.)
3. NEW member's information must be completed on the A.5 Girl Registration Form and Parent/Guardian Consent. **Due to the change in forms, part A and the parent/guardian consent of the A.5 must be completed by RETURNING members and submitted to the provincial office with the balance of your registration form's package.**
4. Send revised *Unit Activity Roster*, the **original A.5s**, and this summary form DIRECTLY to the provincial office. **Please note that due to new forms retention guidelines from the national office, the original A.5 must be received at your iMIS input site (the provincial office) within 30 days of completion by the parent.**
5. When data entry is complete the office will send a new list to the Contact Guider, any corrections, additions, and/or deletions will be done before payment is required.
6. Please submit an Image Release form IR.1 for all girl members who have not previously completed this form.

Signature _____

Date _____