



# FORM J - NCYC FINAL PAYMENT WORKSHEET

Return by September 1, 2009 to

NCYC • Youth & Young Adult Ministry and CYO Office • 7911 Detroit Ave.  
Cleveland, OH 44102 • FAX: 216-961-6773 • Phone: 216-334-1261 ext. 28

Parish: \_\_\_\_\_ Location: \_\_\_\_\_

Group Leader: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Arrival Date/Time/: \_\_\_\_\_ Departure Date/Time: \_\_\_\_\_

### Acknowledgement and Proof of Virtus Training for Adults/YA's

I acknowledge that all adults and young adults over 18 have been trained in the Diocesan *Virtus Training Program*, proof is attached with this form and completed background checks are on file at the parish.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### T-SHIRT ORDERS

Each person is given a T-shirt (representing the Diocese of Cleveland)

Indicate the number of each type of T-shirt preference (*additional cost for 2X/3X sizes*):

\_\_\_ Small    \_\_\_ Medium    \_\_\_ Large    \_\_\_ XL    \_\_\_ XXL    \_\_\_ XXXL  
(Extra \$1 per shirt) (Extra \$2 per shirt)

### *Final Payment Worksheet*

\_\_\_ Youth and Adult Registrations (Pilgrimage Package)                      X \$585 =

\_\_\_ Extra size T-shirts (\$1 for XXL/\$2 for XXXL)                                      X \$1/\$2 =

\_\_\_ Change Fee (Per Change from June 29-Sept 1)                                      X\$10 =

Subtotal =

Scholarship Money Awarded..... -

Deposits Already Paid                                      March..... -

June..... -

Total =

### DIOCESAN FEES REGARDING CANCELLATIONS, REFUNDS AND CHANGES

- Each change (substitution, addition or deletion) between June 29 and September 1 will be charged a \$10 processing fee.
- Additions/Substitutions *between September 1 - October 15* will be charged a \$20 fee
- Cancellations (without substitutions) *between September 1 - October 15* will be refunded minus \$90 non-refundable deposit.
- Additions/Substitutions *after Oct. 15* will be charged a \$40 fee.
- Cancellations *after Oct. 15* will be refunded minus a \$150 cancellation fee and \$90 non-refundable deposit.
- **Note: All substitutions/changes made after October 15 require special handling upon arrival in Kansas City directly with NFCYM at the NCYC Registration Area. In accordance with NFCYM policies, fees may be incurred. These fees are in addition to the \$40 Diocesan fee listed above.**