

2010 BP/USA NATIONAL GATHERING

CHECKLIST

This CHECKLIST page is yours to keep and designed to help YOU prepare, especially if this is your first Gathering! Put it on your refrigerator and refer to it often!

The following are KEY dates to remember and a checklist to help make the entire process of registering less overwhelming for everyone.

When to Arrive - Please plan to arrive by Thursday afternoon, July 8, 2010. Check into your hotel room and find the BP/USA registration table in the atrium area past the front lobby to get your packet of everything you need for the weekend, (your name tag, meal tickets, schedule, program book and goodie bag). There will be an informal get acquainted program Thursday evening, don't miss it!

For **BP/USA Chapter Leaders and core group/steering committee members, newsletter editors, treasurers, etc.** interested in learning new ideas and the workings of a chapter, arrive before noon to attend the chapter leadership luncheon and training sessions on Thursday July 8th. **You MUST pre-register to attend this, so go to the BP/USA website at www.bereavedparentsusa.org to register online.**

The **Opening Ceremony begins at 8:30 a.m. on Friday, July 9th**, right after our fabulous Southern style breakfast buffet. The dress is casual all weekend and the weather is hot in Arkansas but bring a light sweater in case a room is chilly! The program ends before noon on Sunday, July 11th, following a closing ceremony but plan to stay and sightsee abit.

CHECKLIST:

- Call the hotel right away and make your **hotel reservations before the June 17 deadline.** Be sure to ask for the BP/USA Gathering rate which is good July 5 thru July 14th. If you need any assistance with reservations, call the Gathering host at 501-627-8585
- **Complete one Registration Form for each person attending.** Mail the form(s) and a check or money order to the address on the Registration Form **by June 1, 2010.**
- Pre-order **picture buttons** by sending in a 3" photo for each one, with your registration form and payment.
- Pre-order a 2010 Gathering T-shirt to have the Arkansas experience keepsake. Complete that separate order form and send it with your registration forms and money.
- Send your **child/children's picture** with the Slideshow Presentation Form to David Hurley **by June 25** to participate in the Saturday night candlelight service. If you have attended before, David has the picture on file, but you still need to send him the form to have your child included.
- Sponsor a page in the Gathering program book. Fill out the form for **your Child(ren)'s Memorial Sponsorship Page** to be published in the program book and mail the form with your photo design or ad layout, picture ready, and a check to Peggy Williams at the address on the form **to arrive by June 1. Don't procrastinate; you must turn it in by the deadline of June 1 to have it printed in the book.**
- Decorate a copy of the enclosed "*Our Precious Gems*" **Diamond** template and bring with you to the Gathering to help decorate our memorial area of the hotel with our beloved children.
- Make travel arrangements - book your flight or reserve a rental car early! Little Rock Natl. Airport (LIT) has these airlines: Delta, American, Southwest, United, and Continental. Its only one mile from the airport to the hotel and the hotel has complimentary shuttle service.
- Set aside extra pictures of your child to bring with you to the Gathering to have a picture button made or for use in a workshop like scrapbooking or to display on the memorial picture boards.
- If you are a **Chapter Leader**, please:
 - Make copies of this information and the registration packet to give to your chapter members right away.
 - Get with your chapter members and decorate your "diamonds" for displaying at the Gathering.
 - Bring picture boards or scrapbooks to share to help us get to know your chapter's children.
 - Bring extra copies of your chapter newsletter to share with others attending the Gathering.