



**Appalachia Service Project
Group Count Commitment Form**

Due With 2nd Deposit (YR – 90 days pre-trip / Summer – March 1st)

We are excited that you will be serving with us in Appalachia. We thank you for answering the call to serve and are confident you will be making a lasting impact on the lives of those you will be serving who are in desperate need of critical home repair. We are hopeful you will be open to the blessings of the families you are serving who may also transform your life and the lives of those you are leading.

For many years now ASP has relied on you, our volunteers, for 75% of our funding and in turn, we commit to raising the remaining 25% through additional support. We take this blessing and responsibility seriously and our goal is utmost stewardship. As part of our preparations, we must ensure all aspects of the program are set and ready for your arrival. This includes and is not limited to center leases / facility upkeep, staff hiring, fleet maintenance, material purchasing, in-kind donation procurement, and scheduling the many volunteer groups that you are a part of. As you can imagine, this is no small task or risk that we are taking on.

In an effort to be the best stewards of our collective resources, we ask that you read and commit to the following, and then send in your Group Count Commitment on or before the due date for your second deposit (90 days pre-trip for YR groups or March 1 for summer groups).

As the Team Leader, I understand that:

- We are committing to assist ASP in the effective allocation of our combined resources.
- Based on the ASP Cancellation Policy*, the 1st and 2nd deposit due for each person will be multiplied by the number of volunteers provided below and is nonrefundable nor nontransferable to any other fee.
- If we need to increase our counts after submitting the form, we may do so as space availability permits and once confirmed by the Volunteer Department (new form not required).
- The final payment is only owed for the actual final number of participating volunteers.
- **Year-round groups only:** if we register between 30 and 90 days in advance of our trip date, our 1st & 2nd deposits will be due within 30 days.
- **Summer groups only:** If we register after March 1st, our 1st & 2nd deposits totaling \$225.⁰⁰/person is due within 30 days.
- **Summer groups only:** Center assignment information will not be confirmed for our group until this form and all deposits are received by the Volunteer Department.

Our group commits to bringing _____ volunteers.

Group Name _____ Group # _____

Group Leader Signature _____ Date _____

*ASP Cancellation Policy: The number of participants in your group may be increased, as availability permits, or reduced with confirmation from the Volunteer Department. If your group decreases in size, the balance of fees paid for dropped members is **nonrefundable and non-transferable to the remaining trip balance unless for reasons of illness, accident, or unforeseen emergency situation**. The balance of fees paid for cancelled spaces will also not be refunded nor applied to a future trip. We thank you for agreeing to and understanding of our policy.

For questions about this policy, please contact our Volunteer Department at 1 (800) 289-4254 | (423) 854-4434 | volunteer@asphome.org

**MAIL TO: ASP VOLUNTEER DEPARTMENT
4523 Bristol Highway
Johnson City, TN 37601**