

### Sponsor Certification\*

Please fill out the following letter, print on **church letterhead**, **notarize**, and turn into the camp office upon your arrival.

**TO RIVERBEND RETREAT CENTER:**

This shall certify that the names of the Adult Leaders listed below are the only individuals who will be sent by \_\_\_\_\_ Church to attend, supervise and counsel the campers while at Riverbend Retreat Center. This certifies that each individual named below has the requisite character, responsibility, and ability to work with and around children and youth and are free from any propensity to commit child abuse.

This also verifies that they have passed the Child Abuse Prevention Training within the last two years and I will have these results (either test or certificate) onsite while at camp and will produce them upon request of the Texas Department of State Health Services.

I further verify that an annual Criminal Background Check and Sex Offender Database Check have also been completed and are clear. The results of these background checks are located at \_\_\_\_\_ (church address) and will be made available to Riverbend Retreat Center, upon request of the Texas Department of State Health Services, within two business days and agree that our church will be responsible for up to a \$1,000 per day per violation, if not provided.

I also agree that all applications, background checks, training documentation, and other required documentation required by these rules shall be maintained in hard copy or electronic format for a **minimum of two years following that** individual’s last day of service.

Name of sponsors:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

There are additional pages of names of sponsors connected to this letter.

Sponsor Church: \_\_\_\_\_

By: \_\_\_\_\_  
Pastor’s Signature

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Print

Notarized by: \_\_\_\_\_  
State of Texas, County of \_\_\_\_\_  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022