Trip Leader Checklist
TPP WEEKEND SERVICE CAMP

What's in this Packet?	Action you take	Done (x)
TPP FAQ's	Read and heed	
Group Pair Sheet	Fill out and return 10 days* before you arrive	
Worksite Leader Skills Inventory Form	Copy for each worksite leader. Fill out and return 10 days* before you arrive	
Vehicle Information Sheet	Fill out and return 10 days* before you arrive	
Summary Sheet	Fill out and return 10 days* before you arrive	
Final Balance	Mail check 10 days before you arrive, may pay with credit card over the phone	
Registration Forms (Adult/Student)	BRING WITH YOU originals and one set of copies	
What to Bring	Copy and distribute	
Weekend Schedule	FYI	

THESE FORMS ARE ALSO AVAILABLE ONLINE @
www.pittsburghproject.org

*You may mail or fax these sheets:
The Pittsburgh Project
2801 North Charles Street
Pittsburgh, PA 15214

Attention: Lauren Phone: 412/321-1678 Fax:412/321-3813