

Dear Group Leader,

We are so excited that you have registered for Camp-O-Ree and are looking forward to your bringing campers and sponsors to Linden Valley for this very special event.

In order to ensure the safety of all children attending Camp-O-Ree, Linden Valley is now conducting background screening on all adults who are on campus during the event. We have tried to make the process as simple as possible. Please send all of the following information to each and every sponsor (**Any adult coming with your group**) who will be attending Camp-O-Ree.

Dear Camp-O-Ree Sponsor (**Any adult coming with your group**),

Thank you for agreeing to be a sponsor at the RA Camp-O-Ree to be held at Linden Valley Baptist Conference Center. We are so excited that you will be a part of one of the largest gathering of Royal Ambassadors in the country. Please read this email very carefully. Your group leader has given us your name and email address, but we still need you to complete the registration process. To do that, please read this entire email carefully and complete the following steps as indicated:

1. Follow this link to the on-line registration form (found in DocuSign). The form will cover registration and releases and the adult health form.

2. For the protection of the children attending Camp-O-Ree, all adults on the campus of Linden Valley must have a criminal background screen conducted. Each registered sponsor will receive an email directly from connect@ClearStar. The sponsor will need to follow the link that has been sent and provide the required information in order for the screening to be conducted. The following information will be helpful to understand this process:

- Check your email inbox regularly over the next week in anticipation of the email from connect@ClearStar.
- Check your junk/trash folders if you do not see it in your inbox.
- The form will need to be completed within 72 hours of receiving it.
- If the link doesn't work, you will need to contact ClearStar directly at 877-275-7099 for the link to be reset.
- The link is to a generic standard ClearStar form which lists all forms of background screens that can be run. TBMB and Linden Valley only run the basic County Court Criminal Record Search and the National Criminal Database Check - which includes the Sex Offender Registry plus address verification on sponsors.
TBMB and Linden Valley do not run a credit, education verification, employment verification, or motor vehicle check on sponsors.
- It should only take a couple of minutes to complete and sign the screening online.
- If TBMB/Linden Valley receives an adverse report from ClearStar on a sponsor, we will contact the sponsor directly to discuss the findings and explain your options if you wish to dispute the findings.
- All findings are confidential and will not be shared with anyone beyond the TBMB/Linden Valley administration without your permission.