

# Eligibility Information

## Employment

The U.S. Department of Justice, Immigration and Naturalization Service requires all employers to verify an individual's eligibility for employment in the United States. All new staff must have proper documentation to establish identity and employment eligibility. Returning staff do not need to reestablish identity and eligibility. Below are three of the most common ways to establish your identity and eligibility. Please bring with you to camp the appropriate document(s) to satisfy any of the three options below.

Option 1	Option 2	Option 3
US Passport	Driver's License* and Birth Certificate	Driver's License* and Social Security Card

\* A School ID with photograph, a voter registration card, or a military ID can be used in place of a Driver's License

If you do not have documentation to satisfy any of the options above, contact camp to discuss other alternatives.

## Driving

All new and returning employees are required to provide a current copy of their driving record. Contact your local motor vehicle department to obtain a copy and send it to camp. Some departments will send a copy directly to camp for you. In either case there may be a small fee for this. Please get this record to camp as soon as possible as it needs extra time for processing once we receive it.

## Medical

Each staff member must complete a health history within 90 days of the start of camp and must have been examined within 24 months of the start of camp by a licensed medical health care professional approved to perform physical examinations. The front of the Sanborn Medical Form is the health history and the back is for the physical exam. If you have had a recent physical, a copy of it can be attached to the Sanborn Medical Form. Returning staff can contact camp to see if previous physicals on file are still current for the summer.