



# Personal Resiliency Retreat Registration



CREDO OKINAWA  
CREDO.MCBB.FCT@usmc.mil  
Off Base: 098-970-6772  
DSN: (315) 645-6772

## PRIVACY ACT STATEMENT

In accordance with the Privacy Act of 1974 (Public Law 93-579), this notice informs you of the purpose of this data collection and how the collected data will be used. Please read it carefully. Under the authority of 5 U.S.C 301 (Departmental Regulations) CREDO Okinawa requests the information below to create a participant roster and to provide demographic information to retreat instructors. Upon completion of the retreat, this registration form and physical rosters will be destroyed. For auditing purposes, a roster comprised only of participants' names, ranks and assigned commands, along with a signed muster will be preserved electronically.

### MILITARY MEMBER INFORMATION: (Please print legibly.)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_  
Gender: \_\_\_\_\_ Branch of Service: \_\_\_\_\_ Rank: \_\_\_\_\_ Years of Service: \_\_\_\_\_  
Command: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_  
Food Allergies/Restrictions: \_\_\_\_\_

**EMERGENCY CONTACT:** Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_

Requested Retreat Location: \_\_\_\_\_ Requested Retreat Dates: \_\_\_\_\_ to \_\_\_\_\_  
*Note: If registration is full, you will be automatically placed on the stand-by list and will be given the opportunity to pre-register early for the next personal resiliency retreat.*

Please note any prior CREDO programs you have attended, either here or at a previous duty station:

- Personal Resiliency Retreat       Marriage Enrichment Retreat       Family Enrichment Retreat
- Personal Resiliency Workshop       Marriage Enrichment Workshop       Family Enrichment Workshop
- ASIST Workshop       safeTALK Workshop       Other: \_\_\_\_\_

What do you hope to gain from this retreat? \_\_\_\_\_  
\_\_\_\_\_

**REGISTRANT’S STATEMENT OF UNDERSTANDING**

CREDO Okinawa requires this registration form to manage event rosters. This retreat is an earned benefit and is provided at no-cost to participants as an official USMC program. Attendance at the retreat is the official place of duty for all registrants for the duration of the retreat. Should I need to cancel, I must inform CREDO Okinawa and my chain-of-command. CREDO staff will contact me 7 days prior to event start to confirm registration. Any registrations not confirmed within 4 days of event start will be cancelled.

I understand that I must return this form to CREDO.MCBB.FCT@usmc.mil to reserve a spot for the retreat. I do not need a signed command endorsement to reserve the spot, but must provide it within seven days of my reservation to complete registration. After seven days, I will lose my spot and be moved to the bottom of the stand-by list.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

**COMMAND ENDORSEMENT:** Must be a Company Commander or Higher (O3 or above).

Rank, Name and Title: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Email: \_\_\_\_\_

I acknowledge that the couple above will be attending a CREDO Okinawa Personal Resiliency Retreat as their official place of duty for the duration of the event and that CREDO staff will inform me if they cancel or no-show. CREDO is an official program of the USMC and is provided at no-cost to participants. Participants will not be charged leave to attend this event. I understand that CREDO Okinawa staff will not be responsible for tracking any additional administrative paperwork or processes that may be required by my command.

I APPROVE / DISAPPROVE their attendance.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_