**Participant Registration Template for the Real-Time Healthy Hydration Event**

Your PTA should create a registration form for families planning to participate in this event. Most online meeting or webinar platforms–like those that you would use to host this virtual event–have registration capabilities. You can use their registration system to collect the information you need to make this event a success, including determining if you might choose to distribute activity supplies to families. If your platform doesn’t have this capability, you can create an online survey to serve as a registration form via a platform like Google Forms, SurveyMonkey, or another platform.

Consider using the following fields:

Your Name

Your Email Address

Number of children participating [**NOTE:** The age and grade level can help your PTA plan more specifically for who the participants will be–you may or may not want to collect this information.]

* + Child 1
    - Age, Grade
  + Child 2
    - Age, Grade
  + Child 3
    - Age, Grade
  + Child 4
    - Age, Grade
  + Child 5
    - Age, Grade
* Activity Supplies [**NOTE:** Only include this if your PTA plans to offer activity supplies (like Nestlé® Pure Life® brand water bottles and fruit) or print materials to at least some families. Customize this if you’re only sending this to families who needthe supplies, not just those who want them. You can also customize this if you’re only offering to provide certain materials to families and want them to check which specific materials they need.]
  + My family would benefit from being provided with the necessary activity supplies ([listed here](https://www.pta.org/docs/default-source/files/programs/healthy-lifestyles/2021/real-time/materials-list.docx)) by the PTA.
  + My family can provide our own activity supplies.
* Activity Supplies [**NOTE:** Only use this option if your PTA asks all families to get their own activity supplies.]
  + I understand I will need to gather the supplies my family needs ([listed here](https://www.pta.org/docs/default-source/files/programs/healthy-lifestyles/2021/real-time/materials-list.docx)) to complete these activities on my own.
* Home address [**NOTE:** Only include this if your PTA plans to offer materials to at least some families OR if you plan to offer prizes/giveaways to families who participate.]
* Technology [**NOTE:** This model requires families to use technology. It’s helpful to collect this information to ensure that families are prepared and understand what this event requires. If someone says, “I do not have access…”, you can reach out directly to them using the email provided to explain.]
  + I confirm that I have access to technology to use during the event.
  + I do not have access to technology to use during the event.
* Photo consent [**NOTE:** This helps your PTA get participants to complete the media release form, allowing your PTA to share the photos with National PTA. This also covers your PTA for posting photos taken during the event.]
  + I agree to have pictures that I share with my PTA of my child/ren and me posted publicly. By selecting this, I commit to submitting a [media release form](https://www.pta.org/docs/default-source/files/programs/healthy-lifestyles/2021/real-time/media-release-form.docx) if I send any photos of my family from this event. Alternatively, I will share photos via social media and tag my PTA, which doesn’t require a media release form. This does not require you to share pictures, it is just a requirement if you do choose to.