

Registration for all Young Marines and AVs Attending Navajo Code Talker Day 2019

Each Young Marine must register through their unit via the database.

\$175 for each Young Marine and adult meeting in Arizona
\$250 for people riding the bus from Colorado to Arizona.
Buses leave Colorado the evening of August 11th. Specific time TBD and depends on the pickup location.

Limited space. Registration begins on June 1st and will close either when space is no longer available or on June 30, 2019 – whichever comes first. Units must either stay for the entire event (leaving on August 15) or indicate during registration that they are leaving before the 15th to avoid room coordination issues.

Check list for all registrations

<input type="checkbox"/> Pay Invoice through	<input type="checkbox"/> Unit Roster	<input type="checkbox"/> Signed Bus Rules
<input type="checkbox"/> Signed Hotel Rules	<input type="checkbox"/> Signed Honor Commitment	<input type="checkbox"/> Signed Special Events Registration
<input type="checkbox"/> Permission for RX medications	<input type="checkbox"/> Signed Hold Harmless	<input type="checkbox"/> Signed Headquarters Paperwork

Have you?

- ✓ Paid the invoice through the database?
- ✓ Checked for all Young Marine and parent signatures?
- ✓ Received the UC endorsement?
- ✓ Attached copies of the medical insurance cards and color photo of the YM?
- ✓ Submitted all the forms together as a unit with a Unit Roster?



Navajo Code Talker Day 2019

Honor Commitment

Young Marines - initial each commitment that you are willing to follow during this trip:

- _____ I understand that being allowed to go to Navajo Code Talker Day is a privilege.
- _____ I understand that I am representing the Young Marine program and will conduct myself in a matter that will reflect credit upon myself, my unit, my parents, and the Young Marines.
- _____ I understand that I will be responsible for tending to the needs of the Navajo Code Talkers and will assist them in any way possible within reason.
- _____ I understand that I will give respect to Adult Leader or fellow Young Marine on this trip regardless of which unit or position they hold within their unit.
- _____ I understand that I will be responsible for completing any missing assignments that I may have received from my school and I will not let my academic studies suffer because of my absence.
- _____ I understand that should I do anything unbecoming of a Young Marine my parents will be contacted and I will be asked to go home at my own expense.
- _____ I understand that I will not charge anything to my room at the hotel including phone calls, food, and movies.
- _____ I will not disrespect the cultures or traditions of the Navajo Code Talkers in any way.
- _____ **I understand that I will be required to submit an after action report from the event to Mrs. McNulty.**
- _____ I understand that I will be responsible for all items that I bring on this trip, and I will not hold any Young Marine unit, Young Marine adult leader, or any Young Marine liable if an item gets lost, stolen, or damaged while on this trip.
- _____ **Only Registered adult leaders are authorized to carry their cell phones. I understand that my cell phone will be collected at check in and released when signed out for the event. Contact can be made through a registered adult leader.**

Young Marine

Young Marine Parent

Navajo Code Talkers Hotel Room Rules

These rules are to be followed by all Young Marine no matter the rank or billet and failure to follow these rules with result in a corresponding consequence.

1. No use of hotel room phones
2. Young Marines are not to make or drink the coffee in the rooms
3. No ordering anything that will cost money on the TV
4. Males will be sleeping in the same room as other males
5. Females will be sleeping in the same room as other females
6. **At no time** will a male and female be together in a hotel room
7. Need to stay in your assigned rooms, **no switching** unless instructed to by the appropriate YM Staff or Adult Staff
8. Everyone will be sharing beds
9. No horse play in the rooms at anytime
- 10.No deliberate damage to the hotel, hotel rooms, and any facility within the hotel
- 11.Report any damaged caused by the Young Marines to the appropriate YM or Adult Staff and be prepared to be held responsible for all repairs or replacements
- 12.Report any violations of the rules by the Young Marines to the appropriate YM or Adult Staff
- 13.No leaving the rooms after lights out
- 14.Any legal issues need to be reported directly to Brenda McNulty or another Registered Adult Leader.

These rules apply every night the Young Marines are in the hotel and will be enforced by the YM and Adult Staff.

Young Marine

Parent

Code Talkers Bus Rules

These rules are to be followed by all Young Marine not matter the rank or billet and failure to follow these rules with result in a corresponding consequence.

1. No electronic devices including, phones, ipods/pads, headphones. Cameras are allowed as long as they do not have internet or WiFi.
2. Males will be seated with males, no exceptions
3. Females will be seated with females, no exceptions
4. No horseplay or carrying on
5. Remain seated at all times unless instructed to by the YM/ Adult staff or the bus driver
6. Keep noise level low at all times
7. No profanity or offensive language and/or comments
8. Be respectful of the people around you and the bus driver
9. When bus stops listen to all orders and directions given by the YM or adult staff members in charge of the group
10. Young Marines need to stay with their group when bus stops at rest stops
11. Adult Staff reserves the right to deny the purchase of unauthorized items during at rest stops.
12. Any trash will be picked up and properly disposed of on or off the bus
13. No physical contact between Young Marines
14. Young Marines need to use the bathroom on the bus for emergencies only.
There will be stops along the way.
15. You will need to sleep as much as possible on the bus since August 12th will be a working party at the Veteran's memorial park.

These rules apply anytime we are on the bus.

Young Marine

Parent

Navajo Code Talker Scholarships

There are four Young Marine Scholarships available this year for Navajo Code Talker Day. The Scholarship will cover the cost of the event but does not extend to the travel costs.

Due Date for scholarship submissions is June 15, 2019

4 Scholarships will be granted in the following categories:

<ul style="list-style-type: none">• Under 11 year old Female Young Marine	<ul style="list-style-type: none">• Under 11 Male Young Marine
<ul style="list-style-type: none">• Over 11 year old Female Young Marine	<ul style="list-style-type: none">• Over 11 year old Male Young Marine

To be considered for the scholarship each Young Marine must submit the following:

- A letter from the Young Marine's Unit Commander as to why the Young Marine should be considered for the scholarship.
- An essay from the Young Marine.

Essays are to be written by the Young Marine and need to be a minimum of 500 words for Young Marines age 11 and older and 200 words for Young Marines under 11 years old. Young Marines may request assistance from parents or adult leaders with their essays if needed.

Approved topics for essays:

- ✓ *How are you going to use what you learn from the trip to benefit others?*
- ✓ *In your opinion, why do you believe Ronald Reagan declared Aug. 14 Navajo Code Talker Day?*
- ✓ *A biography on a Navajo Code Talker*
- ✓ *Why do you feel it is important to attend this event?*
- ✓ *Why were the Navajo's selected to be Code Talkers?*

**The application, letters and essays need to be emailed by
June 15, 2019 to MPMCNULTY2006@Yahoo.com**

Winners will be notified by email no later than June 22, 2019.

Applicants for scholarships must be registered for the event at the time of application. Winners will be reimbursed for registration fees.

ADULT VOLUNTEER CODE OF CONDUCT

The Navajo Code Talker Day adult volunteers are expected to adhere to the Adult Volunteer Code of Conduct. Only Registered Adult Leaders are authorized to attend this event. The volunteers will be expected to follow directions from the event coordinators and not authorized to make event decisions without consulting the event coordinators. You are there to serve the group as a whole and are not there to attend only to the needs of those in your unit. You are expected to ensure that all Young Marines follow the rules handed down and are not to make exceptions for anyone without authorization. Please, bring any questions or concerns directly to the event coordinators. Those attended are expected to maintain a positive supportive attitude and understand that flexibility is key. Agendas are not always able to be followed and changes often need to be made as situations arise. Although every effort is made to maintain schedules, your ability to adapt is appreciated. Once Young Marines arrive, they become part of one large National Unit and will not be separated by individual units except for group photos.

- The Young Marines have a policy that physical force and verbal abuse are prohibited and defamatory remarks will never be used in the presence of Young Marines and Young Marine Recruits.
- Physical Force. Physical force is the physical touching, holding, or striking of another with any object for the purpose of restraining and/or inflicting pain. Physical force shall never be used to instruct, correct, or discipline Young Marines or Young Marine Recruits. However, a minimum of physical force may be used under these three conditions:
 - a. To break-up a physical altercation, b. To protect others, c. To protect yourself.
- Verbal Abuse. Verbal abuse is a direct or indirect expression by word of mouth, written communication, body language, or physical gesture from one person to another with the expressed purpose to threaten, demean, denigrate, belittle, or harass.
- The use of profanity is considered a form of verbal abuse and shall never be used in the presence of Young Marines or Young Marine Recruits.
- Defamatory Remarks. Defamatory remarks are generally offensive and intended to purposely disparage targeted individuals and groups of a racial, gender, religious, social, political, and ethnic nature.
- I certify that I have read and understand the Adult Volunteer Code of Conduct and agree to abide by said code. I also understand that it is the policy of this program to have zero tolerance of any type of abuse from any of its members.

CONDITIONS

I hereby certify that I have received, read, accepted and understood the Current Young Marines Registered Adult Manual and By-Laws. I have also read, accepted and understood the following Registered Adult's Obligation and Adult Volunteer Code of Conduct.

REGISTERED ADULT'S OBLIGATION

I hereby certify that I have received, read, accepted and understood the Current Young Marines Registered Adult Manual and By-Laws. I have also read, accepted and understood the following Registered Adult's Obligation and Registered Adult Code of Conduct. REGISTERED ADULT'S OBLIGATION I do solemnly swear or affirm to support and abide by the By-laws, rules and regulations that govern the Young Marines Program. I bear true faith and allegiance to the spirit and fundamental principles of the same. I understand that I am expected to always serve the greater good over my personal interests. I take this obligation freely and without mental reservation to the service, for which I am about to enter, so help me God.

Registered Adult Leader

Date

Young Marine Billets – NCTD 2019

There are billets available for the event for adults as well as Young Marines. Young Marines who wish to apply for a billet must submit a letter with their position that they are applying for and why they would be a good candidate for the position. Many of these are considered National Event Billets. Those applying without all the required information will not be considered. Follow directions according to the billet.

Young Marines: To apply for the billets in red you need to submit the following:

- Young Marine Resume
- Young Marine Record Book
- 2 letters of recommendation (one inside the YM and one outside, can be a teacher, church advisor, friend, anyone but not a relative)
- Letter from your Unit Commander supporting you for the billet that you selected
- Letter to the selection committee about why you want to hold the billet, what experience do you have that would be beneficial for the event, and why you feel it is important to attend the event.

Young Marines: To apply for the billets in GREEN you need to submit the following:

- Letter to the selection committee about why you want to hold the billet, what experience do you have that would be beneficial for the event, and why you feel it is important to attend the event.
- Letter from your Unit Commander supporting you for the billet that you selected

Young Marines: To apply for the billets in BLUE you need to submit the following:

- Letter to the selection committee stating why you would like to be considered for the billet.

Event 1st Sergeant- Duties as assigned, works directly with the SGT MAJ and oversees the billet assignments.

Event Scribe- Stays with Mrs. McNulty and acts as her assistant, takes notes and information on as needed basis, must have neat handwriting and someone to be able to collect business cards.

Special Guest Escorts- Greets the special guest, escorts them from event to event, assembles gift basket in their room, and informs the special guest on where to be when.

Event Color SGT- Organizes and trains the Young Marine color guard for the special event.

Event Platoon SGT - Marches the Young Marines in the parade, forms up the YM when needed

Event Communications Officer- Responsible for issuing radios, checking batteries, making sure they are all on the frequencies, and collection of all radios upon completion of the event.

Event Chaplain- Says a blessing over all the meals, blessing over our transportation

Event Photographer(s) Bring your own camera and take lots of photos. Each night all photos will be downloaded onto a computer.

Event Medic(s) Need at least 2 - answers to the Adult volunteer event medics, gathers up YM for medicine distribution

Transportation Coordinator- Counts Young Marines getting on and off buses, provides organization and rules on the bus, and cleans up the bus at the completion of the event.

Hotel Room Coordinator- Conducts room checks, sweeps rooms after check outs to ensure nothing is left behind.

Reception / Gift Bag Coordinator- Organizes and passes out the gifts to the Code Talkers. Does not march in the parade, is there to greet the Code Talkers upon arrival at the event.

Sales and Promotions- Does not march in the parade, sells T-shirts and drinks at the event.

Event Accountant- Helps count money and gathers all receipts.

Event After Action Coordinator – (Collects all after action reports from adult leaders and Young Marines – will prepare an event after action report to submit to Mrs. McNulty for Young Marine National Headquarters)

All applications should be submitted no later than June 15, 2019, however applicants will be chosen as they apply so if you would like to be considered submit your application and required information as soon as possible to:

MPMCNULTY2006@yahoo.com

Navajo Code Talker Day Details and Gear list

CONTACT NUMBERS

Brenda McNulty – Event Coordinator (951) 551-9884
Michael McNulty – Assistant Event Coordinator (720) 203-6503

PROMOTIONS:

Promotions and other awards can be awarded at the event by Headquarters Young Marines Staff, YMOY as well as a Navajo Code Talker. **Certificates and chevrons will need to be mailed to Mrs. McNulty by August 1, 2019 in order to be considered. NO EXCEPTIONS!** A group promotion ceremony will take place with someone from Headquarters Young Marines as well as a special guest presiding over the ceremony. This is a once in a lifetime opportunity. All Young Marines being promoted must meet the guidelines for promotion prior to attending.

Mail to: Brenda McNulty
 844 Fairhaven St.
 Castle Rock, CO 80104

TO THOSE FLYING TO THE EVENT:

Please send me the following information before July 15th, 2019.

Flights into Denver should be scheduled to land on Aug. 11th, 2019 before 2:00pm to accommodate for any flight delays or issues. It is permitted to arrive on August 10 if necessary; you will spend the night at the McNulty home.

Flights home should be scheduled for the morning of August 16th, 2019. The night of August 15th will be spent at the McNulty home.

***Do not schedule your flight until after you have spoken with Mr. or Mrs. McNulty!!**

Unit:	Incoming – Must arrive into Denver before 2:00pm August 11, 2019						
From what Airport	Date	Airline	Flight #	From	To	Leaves	Arrival Time
From what Airport	Outgoing – Flights must be scheduled before noon on August 16, 2019						

For Young Marines that are flying into Denver unaccompanied your Young Marine will be given a contact telephone number and a pick up location at the DIA closer to the date.

300 Club:

During the trip we will once again be issuing the 300 club challenge. Adults and Young Marines are allowed to accept the challenge. More details will be given the evening of the event.

SUPPLIES:

We are looking for donations of water bottles, large lawn and leaf bags, toilet paper and paper towels, as well as snacks. Please let me know if you are able to fill any of these needs.

Adult STAFF:

Each staff member will be issued a volunteer position / billet for the event. Please let me know if you have any concerns with the billet you have been assigned after you receive the email with the details. We need adult medical staff the most so please contact us if you are interested. If you have a special request for a billet please reach out to us at MPMCNUITY2006@yahoo.com. **Adults attending the event will be expected to perform assigned tasks/billets. This is considered a National event, adults attending with their child Young Marine will be assigned duties separate from their child.**

COINS:

We have available for purchase (optional), a limited number of Navajo Code Talker Coins for \$25 each. The coins are available for purchase at check in. Each Navajo Code Talker will receive their own coins and we do not want them to feel as if their coins are not of value by selling the same coin at the event. They will only receive 10 coins each. Please pay for the coins in CASH so the money can be used for expenses during the trip. The coins are not available for purchase to the general public.

EXTRA T-SHIRTS:

Extra T-Shirts will be available for purchase for \$20. You can send in your order and a check before the event or purchase them at the event to the address at the top of this correspondence. You can also purchase at the event but we ask that shirts also be purchased in cash if at all possible.

Previous year's shirts are also available for \$10 each.

TRANSPORTATION:

There will be bus assignments and units will be spread out. Once you arrive for the buses you are no longer part of your small unit, you are part of the entire event and will be treated as such. We will mix up buses, hotel rooms and give you an opportunity to meet others outside of your own unit. Educational movies will be shown on the buses about the Navajo Code Talkers but we are really hoping that most of you will use the opportunity to sleep. No fraternization will be allowed and adult leaders will be scattered throughout the bus to ensure that Young Marines are on their best behavior. Bathroom breaks will be taken often so please try and avoid using the restrooms on the bus. Young Marines are encouraged to stay hydrated as much as possible. We should arrive no later than 8am on Aug. 12th.

Young Marines meeting us in Arizona need to provide an estimated arrival time between the hours of 8am and 10am, **NO EXCEPTIONS.**

LODGING:

Lodging will be tight and in many rooms there will be up to 5 people. Units will be spread out and not in the same room with others from your unit. Make sure you bring a sleeping bag. We will do our best to make the best rooming situations as possible, meaning younger Young Marines and those with medical issues will be in rooms with adult leaders. The others will have a room leader who will be a senior Young Marine. There will be fire watch and the hotel is in a secure location. If special considerations are needed please inform the coordinators ASAP.

FOOD:

For those meeting us in Arizona the cost that you paid includes lunch and dinner on August 12th, breakfast, lunch and dinner on August 13th, breakfast, lunch and dinner on August 14th and breakfast on August 15th.

For those riding the buses from Colorado: We will have snacks and drinks available. **If you have packages of snacks to donate (peanut free please!) that would be appreciated and we will collect them at the beginning of the trip.**

Gear List

Please label everything with your name. All items are to be in your gear bag.

HAVE LUGGAGE TAGS ON ALL OF YOUR BAGS

We will be following the updated uniform guidelines as handed down by Young Marine National Headquarters.

Quantity	Item	Check off When packed	Comments
Hygiene Kit			
All males must have a fresh haircut!			
Females must meet uniform hair guidelines.			
1	Toothbrush		
1	Chap stick		
1	Razor		If needed
1	Dental Floss		
1	Toothpaste		
1	Soap		
1	Shampoo		
1	Hairbrush		
1	Deodorant		
1	Sun block		
	Other hygiene items as needed		
Utility Uniform and Other Clothing			
Each Young Marine will be issued a Navajo Code Talker Day T-shirt to wear with their Cammies.			
Please look sharp			
1	Uniform Boots		
1	Boot Shine Kit		
1	Chevrons		
1	Ribbons		
1	Set of Cammies		
1	Belt		
1	Boot bands		
1	Cammie Cover		
1pr	Black or OD Socks		
1	HYDRATION SYSTEM (Camelback)		
4pr	White Socks		
5	Underwear		
1	PJs or shorts and t-shirt to sleep in		
1	*Pair of jeans (no holes please)		
2	*Pair of khaki shorts (must be at least fingertip length)		
1	Sweats (for on the bus ride)		
1 set	PT gear White socks, athletic shorts, PT shirt		
1 or 2	*Red Young Marine Shirt		
1	*Pair athletic shoes		
1 or 2	Unit t-shirt (more if you intend to trade shirts with kids from other units)		

Other Items			
1	Clear Rain Poncho		If you have an extra for a Code Talker please bring one.
1	Camera		<i>Optional</i> – cell phones are not allowed to be used as cameras for this trip.
1	Blank Journal/ notebook	REQUIRED	
1	Small tipped Sharpie		
1	Sleeping bag		

Thank you card to the Navajo Code Talkers for letting us participate in this event.

Medication

Any medications that your Young Marine brings **need to be in the original container with medical directions clearly stated on the bottle**. They will be checked in with an adult staff member, counted, and signed for. Only medications that have been prescribed by your doctor can be disbursed. All over the counter medications will be available as needed for the Young Marines with parental consent.

Adult Leaders

If you are going as an adult support staff member then you will be issued a Code Talker Day shirt to wear for the event. You may wear shorts, pants or capris that are khaki or tan in color with this shirt. Young Marine cammies by permission only (Depends on billet assigned). **No sandals**. Please wear either shorts or slacks that have no rips or tears in them. You may wear an acceptable cover as well.

Uniforms at a Glance

Young Marines

- 11th (travel day) and 12th: Khaki shorts, RED National Young Marine T-shirt, white socks, sneakers
- 13th : PT Shorts, sneakers, white socks, Unit shirt/Unit PT shirt
- 14th : FULL Young Marines camouflage uniform with ribbons/chevrons, NCTD2019 T-Shirt *
- Ride home: Khaki shorts, RED National Young Marine T-shirt, white socks, sneakers

* Please be advised that Young Marines without FULL UNIFORM and all required uniform items will not be allowed to march in the parade. They will be required to wear an alternate uniform and will be assigned to additional duties to help during the NCTD event following the parade.

Registered Adults

- Khaki shorts, BLACK National STAFF T-shirt/polo shirt, white socks, sneakers
- 14th : Khaki shorts, NCTD2019 T-shirt, white socks, sneakers
- Ride home: Khaki shorts, BLACK National STAFF T-shirt/polo shirt, white socks, sneakers or sweats

Optional Items

Spending money - Young Marines no more than \$100 cash and money stays **IN YOUR NAMEBADGE**, no sharing of money is allowed. **Adult leaders WILL NOT be holding onto any Young Marine's money.** No gambling allowed. Adult staff members **do not police their spending** so please have a discussion ahead of time with what types of things you expect them to use their money for. Please discuss with your Young Marine what items are acceptable from a parent's perspective. **No shot glasses or lighter purchases will be allowed.**

Navajo Code Talker Book(s) or other items to get signed (please limit to 1 item per person) If you bring something that you want them to sign please bring your own sharpie fine tip marker for the Navajo Code Talkers to sign with. NO WEAPONS or parts to a M1 Garand are allowed. There are no guarantees that your Young Marine will be able to get something signed by a Code Talker.

Cell phone: Young Marines may bring their cell phones for emergency contact only. If they choose to bring their phones they will not be allowed to have them except for the ride home. They will be signed in with an adult volunteer and locked up during our stay and will be disbursed during the ride home. We are not responsible for loss or theft of any items so bring your cell phone at your own risk. Young Marines are not allowed to use their cell phones as cameras.

Items for the bus: travel pillow, MP3 Players, CD players, iPod, deck of cards, or books to read, snacks. NO GAME SYSTEMS SUCH AS DS OR PSP WILL BE ALLOWED. The adult staff will not be responsible for any items brought by the Young Marines if lost, stolen, or broken. Any items left on the bus will be donated to charity.

The following is a list of unacceptable devices at any time:

Knives, Lighters / Matches, Laser Pointers, any magazine or book promoting pornography, hate, death, or discrimination, any type of pyrotechnic, any type of firearm (to include air soft guns, paintball guns or anything that may resemble a firearm), pepper spray or Mace, alcoholic beverages or paraphernalia that promotes alcohol, Tobacco Products, or paraphernalia promoting (smoking, chewing or dipping), drugs or paraphernalia, any gang related symbols, paraphernalia or talking of such will not be tolerated.

Cell phones may only be carried by adult leaders and a few selected Young Marines in billeted positions. If traveling from out of town your adult leader will hold your cell phone during the event.

Young Marines are not to bring anything that can access the internet. The event Facebook page will be updated to update parents on our status. Any cell phones (except for a few Young Marines in leadership positions) will be taken away and returned upon the completion of the trip. Please see notice above.