

November 10, 2017

Dear Youth Leader,

I am so excited to invite you and your students to the 2018 New York Youth Convention next March 29-31 in Syracuse! Our purpose at Youth Convention is to create opportunities and space for students to see the beauty of Jesus, experience the work of the Spirit, and grow in faith together. This year's theme is "Until All Know." We have a mission to declare and demonstrate the gospel in all we say and do—until all know!

**Let me remind you of two changes introduced in 2015:**

*1) We have secured room blocks and event rates at local hotels for our groups. You will book your rooms directly by calling the hotel or using an online option. This worked very well last year and I believe it will continue to be a positive for both the local church and the youth ministry department. Please read the **Hotel Reservation FAQ sheet** in this packet—it should answer your questions.*

*2) It is our desire to celebrate and assist groups that are growing. Every person that you register for the 2018 Youth Convention that is over the total number you registered for the 2017 Youth Convention will only cost \$25! There will be a document on the Youth Convention page at [www.nyouthmin.com](http://www.nyouthmin.com) containing the number you registered last year. If you have any problem finding that, please email our office. **Please note this offer is ONLY for returning groups and not for new groups.***

Our guest speaker this year is Heath Adamson. Heath has served as the national director of youth ministries for the Assemblies of God since 2013. He is a wonderful preacher of the gospel and he will challenge your heart to live for Jesus and for the mission of God. Chosen from UVF will be back serving as the band for Youth Convention.

Please review the enclosed packet in its entirety. Please note that we have included the forms for the 2018 Fine Arts Festival. Important clarification: Fine Arts registration fees and forms are due **sooner** than Youth Convention forms and fees and are entirely **separate**.

An online registration option will be available at the Youth Convention page at [www.nyouthmin.com](http://www.nyouthmin.com) by December 1, 2017. Can't wait to be together in Syracuse!

Set apart for the Gospel,

A handwritten signature in dark ink, appearing to read "David Hertweck", with a long, sweeping horizontal line extending to the right.

David Hertweck  
Youth and Chi Alpha Director for the New York Ministry Network

DMH:cmo  
Encl.

# YOUTH CONVENTION FAQ

- 1. Hotel accommodations for your group must be made directly with the hotel of your choice.** Please see Hotel Accommodations form included in this packet. **It is your responsibility to provide the hotel of your choice with your tax-exempt form and payment for your group (church credit card onsite or church check in advance).** You also must email them a rooming list (first and last names of all guests) by 3/8.

For returning groups, every person that you register above the total number you registered last year costs only \$25 per person. Forgot how many you brought last year? You can find a document with last year's registration numbers on [www.nyyouthmin.com](http://www.nyyouthmin.com) on the Youth Convention page under the "The Events" tab. This offer does not apply to groups who did not attend in 2017.

- 2. To Register:** Online or Mail **by Thursday, March 8, 2018 (postmark deadline).**

Late Additions (\$75 registration fee) MUST be called in by Monday, March 19.

Registrations after March 19 register onsite at the SRC Arena

**Refund Policy:** Registration fees are non-refundable, but may be transferred to another student/leader.

**ONLINE REGISTRATION:** by midnight March 8th

- Visit [www.nyyouthmin.com](http://www.nyyouthmin.com). Click on the registration link on the Youth Convention page. The Youth Convention page can be found under the "The Events" tab.

**MAIL IN REGISTRATION:** NY Youth Ministries \* 8130 Oswego Road \* Liverpool NY 13090

By March 8th MUST include the following:

- Registration & Payment Form signed by both Senior Pastor and Youth Leader
- Pre-Convention Special Shirt & Hoodie Order Form
- Total Payment – ONE check payable to "NY Ministry Network"

- 3. One Day Passes:** One day passes will be sold onsite for \$25. Event bracelets to be worn the entire weekend will be sold for \$75 and available on Thursday night ONLY.
- 4. Fine Arts Festival:** The New York Fine Arts Festival, in its entirety will be held on the OCC campus. All questions should be directed to NY FAF team at [nydagfaf@gmail.com](mailto:nydagfaf@gmail.com). The festival is open to the public and parking is free.
- 5. Lunch Option:** The SRC is offering advanced meal tickets for \$8. Your students will receive one entrée, two sides and a drink. Entrée options include sandwiches, wraps, panini's, pizza, pasta and more. Please take advantage of this opportunity—purchasing in advance will make things easier and quicker once you are on site
- 6. T-shirts & Hoodies:** The Pre-Convention Special shirt and hoodie order form MUST accompany your registration. All pre-orders must be picked up at the SRC Arena **prior to** Thursday evening's service. Shirts and Hoodies will be sold onsite at an increased price. Onsite availability will be limited.
- 7. Pre-Order Pizza & Soda Special:** Please note your Thursday and/or Friday pizza and soda pre-order on your Registration & Payment Form "Step 4." The Youth Ministries office will provide the SRC Arena staff with your pre-order.
- 8. Group Convention Packet:** Your group Convention Packet (*wristbands, site map and FAF schedule*) will be given out at the Gordon Student Center **prior to Thursday evening's service**. The Gordon Student Center is located next to the SRC Arena. If you arrive after 7:15 pm on Thursday, your packet should be picked up at the registration table inside the SRC arena.

# REGISTRATION & PAYMENT FORM

## Part I. CHURCH INFO: Please Print Clearly

|                                    |                      |
|------------------------------------|----------------------|
| Church Name:                       |                      |
| Church Address:                    |                      |
| City, State, Zip                   |                      |
| Church Phone:                      | (     )              |
| Section:                           |                      |
| Senior Pastor's Name:              |                      |
| Youth Leader's Name & Onsite Cell: | Onsite Cell: (     ) |
| Youth Leader's Email Address:      |                      |

## Part II. PASTOR & YOUTH LEADER AGREEMENT

THIS FORM **MUST** BE SIGNED BEFORE A GROUP'S REGISTRATION WILL BE ACCEPTED.

We have read the convention "Leader Rules & Guidelines" form and agree that our group will be fully cooperative with those standards. We understand that the New York Ministry Network, New York Youth Ministries, any of its officers, employees or volunteers bear no responsibility for the behavior of our group or for any damages or liabilities that may occur at the hotel or at the campus of Onondaga Community College. We understand that if there is unruly behavior and property damage or if any incidental and related charges incurred, the hotel management will contact our church directly for payment. We understand that it is our responsibility to have medical authorization and parental permission forms in our possession during the convention for each teenager in attendance under the age of 18. The undersigned pastor warrants that the church has run background checks and has checked references on all adult participants that will be traveling on the Youth Convention trip when minors will be on such trip, and is aware of no information that would suggest that any of said persons pose a risk of harm to minors. Background checks will be current and will consist of the minimum of a nationwide criminal records check and a National Sex Offender registry check. Reference checks should be with a person who knows of the participant's suitability to be with children and confirm they are not aware of any information that would suggest that any of said persons pose a risk of harm to minors. We have clear leader/student interaction guidelines for protecting minors. We assume all and any responsibility for any situations that result from a violation of those guidelines by one of our leaders. We agree that our group will abide by all the rules and guidelines for the 2018 New York Assemblies of God Youth Convention. \*\*\*Current is defined as within the last four years.

I certify under PENALTY OF PERJURY under the laws of the State of New York that the foregoing paragraph is true and correct.

|   |  |
|---|--|
| <b>Senior Pastor's Signature:</b><br>(Print Name Below Signature) | <b>Youth Leader's Signature:</b><br>(Print Name Below Signature) |
|---|--|

## Part III. REGISTRATION & PAYMENT:

|  |  |  |
|--|--|--|
| <b>STEP 1:</b><br>Event<br>Registration:                                     | Registrants _____ X \$65 per person (March 8 postmark).....<br>(students and leaders)<br>Registrants above last year's total # registered _____ X\$25 per person<br><i>(The two numbers listed above should add up to equal your TOTAL group size)</i>   | \$ _____<br>\$ _____                         |
| <b>STEP 2:</b><br>T-Shirts &<br>Hoodies                                      | Total Hoodies _____ X \$30/hoodie + Total T-Shirts _____ X \$12/shirt .....<br>*Pick up at the SRC Arena <u>before</u> Thursday evening's service.   | \$ _____                                     |
| <b>STEP 3:</b><br>SRC Lunch<br>Option  | Total Pre-Ordered Lunch Tickets _____ X \$8/person .....<br>*Lunch Tickets will be picked up onsite and include one entrée, two sides and drink (see cover letter for details)   | \$ _____                                     |
| <b>STEP 4:</b><br>Thursday &<br>Friday Pizza &<br>Soda Special<br>Pre-Order: | All pre-orders must be picked up <u>after</u> service at the SRC Arena Concessions.<br>The Youth Ministries Office will provide the SRC staff with your groups pre-order.<br>Thursday Night Large Cheese Pizza & 2 Liter of Soda _____ X \$14 .....<br>Thursday Night Large Pepperoni Pizza & 2 Liter of Soda _____ X \$14.....<br>Friday Night Large Cheese Pizza & 2 Liter of Soda _____ X \$14 .....<br>Friday Night Large Pepperoni Pizza & 2 Liter of Soda _____ X \$14 ..... | \$ _____<br>\$ _____<br>\$ _____<br>\$ _____ |
| <b>STEP 5:</b><br>TOTAL<br>PAYMENT:  | Please send ONE church check payable to "NY Ministry Network."   | \$ _____<br><b>TOTAL</b>                     |



**MAIL: BY MARCH 8, 2018**

- ✓ Registration & Payment Form
- ✓ T-shirt & Hoodie Pre-order Form
- ✓ **ONE** check to cover expenses above payable to NY Ministry Network

**RETURN THIS ORIGINAL FORM & KEEP A COPY FOR YOUR RECORDS**

**OFFICE USE ONLY:**

PAID \$ \_\_\_\_\_

DATE: \_\_\_\_\_

CHECK # \_\_\_\_\_

NAME: \_\_\_\_\_

# YOUTH CONVENTION GEAR



**\$12**

Gray Crew Neck T-Shirt



**\$30**

Black Zip Hoodie Design on Back

Pre-ordered shirts and hoodies must be picked up at the NY Youth Ministry table in the SRC Arena prior to Thursday evening service.

## CHURCH INFO: Please Print Clearly

|                          |         |
|--------------------------|---------|
| Church Name:             |         |
| City:                    |         |
| Youth Leader Name:       |         |
| Youth Leader Cell Phone: | (     ) |

## SIZES NEEDED:

|                              |   |
|------------------------------|---|
| BLACK ZIP UP HOODIE:<br>\$30 | ____SMALL    ____MEDIUM    ____LARGE    ____XLARGE    ____2XL           |
| GRAY T-SHIRTS:<br>\$12       | ____XS    ____SMALL    ____MEDIUM    ____LARGE    ____XLARGE    ____2XL |

## PAYMENT: DUE MARCH 8, 2018 – This form **MUST** accompany your Group Registration.

|                  |  |          |
|------------------|--|----------|
| <b>HOODIES:</b>  | Total number of Hoodies _____ X \$30.00 per Hoodie             | \$ _____ |
| <b>T-SHIRTS:</b> | Total number of T-shirts _____ X \$12.00 per T-shirt           | \$ _____ |
| <b>TOTAL:</b>    | Please include the total cost in your church check. Thank you. | \$ _____ |

**RETURN THIS ORIGINAL FORM & KEEP A COPY FOR YOUR RECORDS**

# HOTEL RESERVATION FAQ:

## How do I reserve hotel rooms for my group?

You will contact the hotel directly to make your room reservations. You will not book rooms through the youth department office.

## Which hotels are official Youth Convention hotels?

Please see the accompanying document listing the hotel details. Please know that once the block of rooms in a hotel is filled, the youth department cannot do anything to get your group into that hotel.

## What is the cost?

The room cost at each hotel varies. Please see the accompanying document listing the hotel details. Be sure to note the breakfast options at each hotel.

## What do I need to reserve a room?

Please reserve all your group's rooms under one name and give them your church name. You will need a major credit card to reserve your rooms. This credit card will not be charged until you check in for the event and it does not need to be your final form of payment. The use of debit cards will result in a hold on your bank account.

## How do I get the event rate?

- 1) Use the event reservation link provided on the NY Youth Min website.  
OR
- 2) When you call, speak to the contact person whose name is listed on the accompanying document. Mention that you are with the "NY Assemblies of God Youth Convention." Please be sure to tell them your church name.

## Is the bill tax exempt?

It is IF you provide the hotel with your church's tax-exempt form and if your form of payment (credit card or check) matches the name of your church.

## How do I pay?

In order to receive the tax-exempt rate you must pay in one of two ways:

- 1) A church credit card onsite.
- 2) Or a church check in advance. Please mail the check directly to the hotel postmarked by Thursday, 3/22.

## When is the reservation deadline?

You must reserve your rooms by March 8<sup>th</sup>. There may be rooms available after that date, but that cannot be guaranteed.

## Can I cancel rooms after making a reservation?

Yes, but you must cancel rooms no later than March 22<sup>nd</sup>. If you book at multiple hotels, please be sure to cancel any rooms by this date!

## What do I do with my mandatory rooming lists?

You can fax or email a typed rooming list to your hotel. The email for each hotel is provided on the hotel information sheet in this packet. Please do so by March 8, 2018.

## Is there an online reservation option?

Yes. Most of the hotels have provided us with an online registration link for Youth Convention. Those links are found on the Youth Convention page at [www.nyouthmin.com](http://www.nyouthmin.com).

# HOTEL ACCOMMODATION OPTIONS:

You must mention that you are calling with the "New York Youth Convention" to get the preferred rates listed below. There will also be hotel room booking links online at [www.nyouthmin.com](http://www.nyouthmin.com). **It is your responsibility to provide the hotel of your choice with your tax-exempt form and payment for your group (church credit card onsite or church check in advance). You also must email them a rooming list (first and last names of all guests) by 3/8.** We recommend making reservations as soon as possible.

## COMFORT INN & SUITES

6701 Buckley Road  
Syracuse, New York 13212  
(315) 703-7946  
Tanya Gleason: [tgleason@syrhotel.com](mailto:tgleason@syrhotel.com)

**\$82** per room per night / **\$100** Suite Doubles & Kings

- ☐ Doubles and Kings available
- ☐ Suites available

\* Includes Hot Breakfast Buffet

## CROWNE PLAZA SYRACUSE

701 East Genesee Street  
Syracuse, New York 13210  
(315) 703-1949  
Sariah Espinoza: [sespinoza@cpsyracuse.com](mailto:sespinoza@cpsyracuse.com)  
*Please Call Sariah Espinoza to confirm and guarantee your group reservations. Group Code is **YC8***

**\$80** per room per night

- ☐ Doubles and Kings available

\* Includes Light Continental Breakfast

## DOUBLETREE BY HILTON SYRACUSE

6301 State Route 298  
East Syracuse, New York 13057  
(315) 432-0200  
Ellen Kirsch: [ellen.kirsch@hilton.com](mailto:ellen.kirsch@hilton.com)

**\$73** per room per night

- ☐ Doubles and Kings available

\* No onsite breakfast included

## EMBASSY SUITES HOTEL SYRACUSE

6646 Old Collamer Road  
East Syracuse, New York 13057  
(315) 446-3200 ext 2122  
Brad Zimmer: [brad.zimmer@hilton.com](mailto:brad.zimmer@hilton.com)

**\$94 King / \$100 Double** per room per night (5-6 to room)

- ☐ Doubles and King Traditional Suites available

\* Mention group code: AOG or Assemblies of God

\* Includes full cooked-to-order breakfast

\* Each suite includes a pull out couch

## HOLIDAY INN SYRACUSE/LIVERPOOL

441 Electronics Parkway  
Liverpool, New York 13088  
(315) 457-1122  
Julie Jones: [JJones@staysyracuse.com](mailto:JJones@staysyracuse.com)

**\$77** per room per night

- ☐ Doubles and Kings available

\* Includes Continental Breakfast with hot items

## MAPLEWOOD INN & SUITES

400 Seventh North Street  
Liverpool, New York 13088  
(315) 410-0605  
Christie Buczek: [Christieb@mwsyracuse.com](mailto:Christieb@mwsyracuse.com)

**\$100** per room per night

- ☐ Double and Kings available

\* Includes Continental Breakfast

## RAMADA CARRIER CIRCLE

6555 Old Collamer Road South  
East Syracuse, New York 13057  
(315) 437-2761  
Robert Ward: [RLWard@syrhotel.com](mailto:RLWard@syrhotel.com)

**\$82** per room per night

- ☐ Doubles and Kings with Full Sofa's available

\* Includes Hot Breakfast Buffet

## SHERATON SYRACUSE UNIVERSITY

801 University Ave  
Syracuse, New York 13210  
(315) 475-3000  
Krissi Grubka: [kGrubka@sheratonsyracuse.com](mailto:kGrubka@sheratonsyracuse.com)

**\$75** per room per night

- ☐ Double beds only (can request a King)

\* No onsite breakfast included

# SAMPLE ROOMING LIST

# NEW YORK ASSEMBLIES OF GOD YOUTH CONVENTION

HOW MANY VANS: \_\_\_\_\_ HOW MANY BUSES: \_\_\_\_\_

CHURCH NAME: \_\_\_\_\_

CHURCH CITY: \_\_\_\_\_

YOUTH LEADERS NAME: \_\_\_\_\_

YOUTH LEADERS ON-SITE CELL ( ) \_\_\_\_\_

[illegible]

# LEADER RULES & GUIDELINES

Welcome to Youth Convention 2018. We have worked hard to assure that this convention will be one of the best! To help make this happen, **we need your help!** The responsible supervision of your group will assist in making this a great convention for both those who attend and those who observe us.

The hotel personnel wish for us to have a great time. Adhering to the following guidelines will not only make their job easier, but will demonstrate that the youth in our churches are different from the average teen conventioneer.

***Please review the following Rules and Guidelines with your group PRIOR to and ENROUTE to the convention.***

- ❖ Each student must attend all scheduled activities of Convention as defined by their youth leader.
- ❖ Adult leaders must accompany any students that need to move about the SRC Arena during service times. We strongly recommend that groups move in groups of three or more at all time.
- ❖ Non-registered guests are never permitted to stay overnight in the hotels.
- ❖ There must be at least one approved adult leader present in every hotel room. Each church should follow their own policies as it relates to housing adults and minors together.
- ❖ A 12:00 midnight event curfew has been set, but your hotel may have an earlier curfew—it is your responsibility to know your hotel's curfew. Please honor this curfew and instruct your students to do the same. Please note that each hotel has the right to set an earlier curfew.
- ❖ Be considerate of other hotel guests and hotel property, especially related to noise level in the hallways. The hotel management have the authority to evict individuals or groups not complying with the hotel or event rules and policies.
- ❖ Members of the opposite sex should never be in each other's room. We strongly recommend that groups move in groups of three or more at all time (both in and out of hotel rooms).
- ❖ If you see any of your students damaging hotel property or being inappropriate in their conduct, please intervene immediately! If you see a student from another group involved in similar behavior, please find and alert one of their leaders. Pranks of any kind are not allowed.
- ❖ Leaders are never to leave their group unsupervised in the hotels or at the OCC Campus/SRC Arena.
- ❖ During the response time at the end of services: Male leaders pray with guys only and female leaders pray with girls only—there are no exceptions to this. A leader should never remove a student to a private area for prayer. If a leader feels like God has given them something to share with a student, there must be another leader present.

God has GREAT plans to do some awesome things in our lives this year at convention. Let's pray that we will open ourselves to all that He has in store for us!

**Please duplicate this form and distribute it to every leader accompanying your group.**



# 2018 YOUTH CONVENTION SCHEDULE

## New York Youth Ministries Schedule of Events

### Thursday, March 29

|             |    |   |
|-------------|----|---|
| 3:00 - 6:00 | pm | Check In at your hotel (No room guarantees after 6:00 pm) |
| 6:00        | pm | Doors open at the SRC Arena                               |
| 6:40        | pm | Pre-Service Announcements                                 |
| 7:00        | pm | Opening Session with Chosen and Heath Adamson.            |
| 12:00       | am | Event Curfew (Note: some hotels have an earlier curfew)   |

### Friday, March 30

|            |       |  |
|------------|-------|--|
| 8:00       | am    | Fine Arts Festival begins (see FAF schedule)               |
| 9:30-11:00 | am    | Morning Session with Chosen and the Network Youth Director |
| 11:00-3:00 | am/pm | Lunch – available at the SRC Concessions                   |
| 6:00       | pm    | Doors open at the SRC Arena                                |
| 6:40       | pm    | Pre-Service Announcements                                  |
| 7:00       | pm    | Evening Session with Chosen and Heath Adamson.             |
| 12:00      | am    | Event Curfew (Note: some hotels have an earlier curfew)    |

### Saturday, March 31

|      |    |  |
|------|----|--|
| 9:00 | am | FAF Celebration Service at the SRC Arena |
|------|----|--|