



Moon Walk 2009 Team Captain's Letter of Commitment

As a Moon Walk Team Captain, you are the vital link between your team members and Mission Control. To ensure success, each captain is asked to sign the following letter of commitment.

As a Moon Walk 2009 Team Captain, I agree to:

1. **Register participants.** Make good faith efforts to recruit and register participants for Moon Walk 2009. Recruitment efforts can include meetings, email, inter-office mail, newsletters, bulletin boards, word of mouth and other communication tools to raise awareness of the program. Valid registrants will complete the **"Moon Walk 2009 Participant Registration Form"**. Mission Control will provide templates of the Team Captain's Registration Summary form and Moon Walk 2009 Participant Registration form to all team captains. Submit the Team Captain's Registration Summary form and all completed Participant Registration forms to Mission Control: QCHI, ATTN: Becki Anderson, Central Park Medical Pavilion, Suite 330, 1227 East Rusholme Street, Davenport, Iowa 52803, by **March 23, 2009**.

Moon Walk Forms are available on the QCHI Website under the Moon Walk tab.

2. **Distribute Moon Walk materials to participants.** Team Captains will provide participants a **"Welcome to Moon Walk 2009"** overview and a **"Moon Walk 2009 Participant's Mileage Log"**. Mission Control will provide each Team Captain with templates for personalization.
3. **Report Mileage.** Collect the number of miles walked from each participant on a weekly basis (Saturday – Friday). Begin tracking mileage on **April 3, 2009**. Report your team's weekly total mileage to Mission Control by the end of the day each Friday. A **"Moon Walk 2009 Team Captain's Mileage Log"** is included to help you track your participants' mileage. Mission Control can be contacted by email (andersonre@genesishealth.com), fax (563-421-1275), or by website (www.qchealthinitiative.org).
4. **Champion the program.** Our goal is to make one round trip (477,400 miles) to the moon and be the team with the highest number of miles per registered walker. A winner will be declared June 16, 2009. Regardless of the outcome, celebrate success and **encourage participants to keep walking for life!**

Team Captain Signature

Team Captain Name (Please Print)

Name of Organization

Phone#

Fax#

Address of Organization (address, city, state, zip)

Email



Moon Walk 2009 Team Captain's Guide

Being a Team Captain is simple and fun. Here is what Mission Control asks of you:

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