

**PARENT/GUARDIAN MEDICAL RELEASE FORM**  
**TO BE COMPLETED BY PARENTS/GUARDIANS and STUDENTS**  
**OF ALL FBLA MEMBERS AND RETURNED TO ADVISER**  
Iowa FBLA School Year 2017-2018

We, the parents/guardians of \_\_\_\_\_  
of (complete address) \_\_\_\_\_  
hereby grant permission for any emergency treatment by medical personnel during the FBLA trip to the indicated  
conference(s).

Date \_\_\_\_\_ Parent/ guardian \_\_\_\_\_

Telephone Number \_\_\_\_\_

Insurance Company and Policy Number \_\_\_\_\_

***You may find it advisable to send a copy of insurance with the student to activities. It would be beneficial for the chaperones and medical personnel to know about medications or special medical problems of the above student. Feel free to list on back of form. PLEASE BE SPECIFIC.***

In case of an emergency and the parents/guardians cannot be contacted, please list another person who can be contacted.

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

**PARENT/GUARDIAN VIDEO/PHOTO WAIVER**

I am aware that still photos and video may be posted to a website and/or be used in a variety of collateral printed pieces (i.e. brochures, newsletters, flyers, print ads). The pictures/video will be used for the purpose of illustrating, advertising, and promoting the activities associated with FBLA-PBL.

*Please note that no permissions is required for large group photos in which the students are not individually identified.*

- I have read the disclaimer and **agree** to allow my child to be photographed.  
 I have read the disclaimer and **do not agree** to allow my child to be photographed.

\_\_\_\_\_  
Signature of Parent/Guardian

**PARENT/GUARDIAN CONSENT FORM**

We, hereby grant permission for the above individual to attend the following conference(s)  
(indicate by checking):

- State Fall Leadership Conference, Des Moines, October 1-2, 2017  
 National Fall Leadership Conference, St. Louis, MO, November 10-11, 2017  
 State Leadership Conference, Coralville, IA, March 15-17, 2018  
 National Leadership Conference, Baltimore, MD, June 28-July 1, 2018

The mode of transportation to be used will be: school bus, school van, charter bus, or plane. Adviser/Chaperones will accompany the students during each conference.

As parents/guardians of the above individual, we accept legal responsibility and assume full financial obligations and responsibility from the time he/she leaves his/her place of residence until he/she returns to same following the conference. We agree to support the FBLA-PBL Standards of Professional Conduct and Dress.

Date \_\_\_\_\_ Parent/Guardian \_\_\_\_\_

I, agree to abide by the FBLA-PBL Code of Conduct and Dress Code

Date \_\_\_\_\_ Student \_\_\_\_\_

**FBLA CONFERENCE GUIDELINES**  
**Standards of Professional Conduct**  
**(Parents/Students Keep These Pages)**

**FBLA-PBL Code of Conduct**

FBLA-PBL members have an excellent reputation. Your conduct at every FBLA-PBL function should make a positive contribution to extending that reputation. Listed here are rules of all FBLA Conferences. All delegates will be expected to:

1. Behave in a courteous and respectful manner, refraining from language and actions that might bring discredit upon themselves, their school, other delegates, advisers, or upon FBLA-PBL.
2. Obey all local, state, and federal laws.
3. Avoid conduct not conducive to an educational conference. Such conduct includes, but is not limited to, actions disrupting the business like atmosphere, association with non-conference individuals, or activities that endanger self or others (running in the General Sessions, standing on chairs, using laser pointers during workshops, bodysurfing at dances, etc.)
4. Keep their advisers informed of their activities and whereabouts at all times. Accidents, injuries, and illnesses must be reported to the local or state advisers immediately.
5. Observe the curfew as listed in the conference program. Local and state advisers as well as security personnel will enforce curfews. Curfew is defined as being in your own assigned room by the designated hour.
6. Avoid alcoholic beverages and controlled or illegal substances of any form. These items must not be used or possessed at any time, or under any circumstances. Use or possession of such substances may subject the delegate to criminal prosecution.
7. Act as guests of the hotel and conference center. Delegates must obey the rules of these facilities. The facilities have the right to ask a delegate or delegates to leave. Do not throw anything out of windows or over balconies. Do not run down hallways. Noise should be kept at a reasonable volume, especially in the hotels. Remember there are other guests in the hotels who have rights as well. Trash (this includes pizza boxes, bottles, cans, etc.) must be placed in the proper receptacles and not left on guest room or meeting room floors. Individuals or chapters responsible for damages to any property or furnishings will be responsible for its repair or replacement.
8. **Cell phones** are not to be used during conference sessions, competitive events, regional meetings, and workshops. They are allowed during evening and social activities.

**Disregarding or Violating the Code of Conduct**

Delegates who disregard or violate this code will be subject to disciplinary action, including, but not limited to, forfeiture of privileges to attend further events, confinement to your hotel room, dismissal from the conference, and being sent home at your own expense. Parents and/or guardians will be notified, and FBLA-PBL reserves the right to notify law enforcement.

## **FBLA CONFERENCE GUIDELINES**

### **Conference Dress**

FBLA-PBL® members and advisers should develop an awareness of the image one's appearance projects. The purpose of the dress code is to uphold the professional image of the association and its members and to prepare students for the business world. Appropriate attire is required for all attendees – advisers, members, and guests – at general sessions, competitive events, regional meetings, workshops, and other activities unless otherwise stated in the conference program. Conference name badges are a part of this dress code and must be worn for all conference functions. For safety reasons, do not wear name badges when touring.

#### **FBLA Dress Code For Unified Fall Leadership Conference**

Professional attire is required for all Sunday general sessions, meetings, workshops, and dinner. Conference T-shirt and jeans are appropriate for evening social activities. Conference polo and dress Khaki or black slacks (no cargo pants or skirts) are required for Monday general sessions, meetings, and workshops.

In hotel hallways, lobby area, elevators, bathing suits must be covered. It is not acceptable to walk around in bathing suit and towel. Shoes must also be worn.

#### **FBLA Dress Code For ALL National Conferences and State Leadership Conference**

Professional attire is required during all general sessions, competitive events, regional meetings, and workshops. Casual attire is acceptable during evening and social activities. Formal or professional attire may be worn to the State Conference banquet and National Conference awards program.

##### Professional attire

###### **MALES**

- Business suit w/ collar dress shirt and necktie or
- Sport coat, dress slacks, collar shirt, and necktie or
- Dress slacks, collar shirt, and necktie
- Banded collar shirt may be worn only if sport coat or business suit is worn
- Dress shoes and socks

###### **FEMALES**

- Business suit with blouse or
- Business pantsuit with blouse or
- Skirt or dress slacks with blouse or sweater or
- Business dress
- Capri's or gauchos with coordinating jacket/suit, worn below the knee
- Dress shoes

CLARIFICATION – Many women's two-piece suits are currently designed so that they do not require a blouse. Therefore this will be accepted. In addition, sling-back shoes, open-toe shoes, and sleeveless dresses are accepted.

##### Casual attire

Jeans, shorts, nice T-shirts, or denim/chambray shirts, sneakers, or sandals. Shoes and shirts must be worn.

**Inappropriate attire**, for both men and women, includes:

- Jewelry in visible body piercing, other than ears
- Denim or chambray fabric clothing of any kind, overalls, shorts, skirts, stretch or stirrup pants, exercise or bike shorts
- Backless, see-through, tight-fitting, spaghetti straps, strapless, extremely short, or low-cut blouses/top/dresses/skirts
- T-shirts, Lycra™, spandex, midriff tops, tank tops, bathing suits
- Sandals, athletic shoes, industrial work shoes, hiking boots, bare feet, or over-the-knee boots
- Athletic wear, including sneakers
- Hats or flannel fabric clothing
- Bolo ties
- Visible foundation garments