

Columbus Children's Theatre
CHILD DROP-OFF AND PICK-UP AUTHORIZATION

CHILD'S NAME (Please print) _____ Today's Date _____

Parent's Signature _____

**NO ONE WILL BE PERMITTED TO PICK UP YOUR
CHILD IF THEIR NAME IS NOT LISTED BELOW.
ALL PERSONS MUST HAVE AND SHOW THEIR PICTURE ID
IF ASKED. MAKE SURE YOU LIST ALL ADULTS EVEN IF
THEY RESIDE IN THE SAME HOUSEHOLD.**

THE FOLLOWING ADULTS ARE AUTHORIZED TO PICK UP MY CHILD FROM CCT

1. Parent/Guardian (please print) _____

Cell Phone _____ Work Phone _____ Home Phone _____

Address _____ City _____ State _____ Zip _____

2. Parent/Guardian (please print) _____

Cell Phone _____ Work Phone _____ Home Phone _____

Address _____ City _____ State _____ Zip _____

**PERSON(S) OTHER THAN PARENT/GUARDIAN AUTHORIZED
TO PICK UP AND/OR DROP OFF CHILD**

1. Parent/Guardian (please print) _____

Cell Phone _____ Work Phone _____ Home Phone _____

Address _____ City _____ State _____ Zip _____

Relationship: Grandparent Relative Family Friend Daycare Provider

2. Parent/Guardian (please print) _____

Cell Phone _____ Work Phone _____ Home Phone _____

Address _____ City _____ State _____ Zip _____

Relationship: Grandparent Relative Family Friend Daycare Provider

Who Can Pick Up Your Child? Only adults 16 years of age and older listed on this Release Form will be able to take students from the studio or theatre's premises. Relatives including parents/legal guardians and other designated adults must be listed on this form in order for us to allow the student to leave the premises with those persons. In case of a last-minute change or addition, please email educationdept@columbuschildrenstheatre.org or send a note to Courtney Cooke, Director of Theatre Education, authorizing your child's release to the new person and including the dates for which permission is given. Email authorization is accepted from a parent/guardian's email address that we already have on record. The school will not release students to anyone, under any circumstance, other than those stated above. Anyone picking up students must carry a photo ID. If a parent needs to communicate a change of pick-up plans, the parent needs to fill out a new Authorization to Release form. Permission may not be left in a voice mail.

*Please call Jesika Lehner, Student Program Coordinator, with any questions at (614)224-6673 x3233