



**ANNUNCIATION
HEIGHTS**

— C O L O R A D O —

Authorized Pickup Form

Name of Child: _____

I hereby inform Annunciation that the people listed below are authorized to pick up the above named child at anytime. Accordingly, Annunciation Heights is hereby instructed to release my child into the care of the following people whenever they come to Annunciation Heights.

AUTHORIZED PICK-UP PERSONS:

<u>Name:</u>	<u>Relationship to Child:</u>	<u>Phone Number:</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

I understand that:

- Parents/guardians must inform Annunciation Heights (call, leave a note at drop off) of the name of the person who is picking up their child on any day when they themselves are not.
- The “Authorized Pick-Up Person” must be at least 18 years old and may be asked to provide a photo ID to the staff.
- This authorization shall remain in force until edited or rescinded in writing by the signers of this authorization.

Authorized by:

Parent Name Printed

Signature Date

Parent/Guardian Signature