

# **ALTERNATE/EMERGENCY PICKUP FORM**

This form is designed for immediate evacuation, emergency planning and alternate pick-ups. Please list (in order of contact) all names, including yourselves, telephone numbers and driver's license numbers of individuals we may contact and to whom your child may be released in the event of an emergency. Alternate pickups must wait at the door until an Alphabet Academy staff member grants them access to the facility after receiving confirmation from the parent/guardian and verifying their driver's license. Alphabet Academy, LLC, will not be held responsible for any missing or incorrect information.

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Circle one or both                      ALTERNATE PICK-UP                      EMERGENCY CONTACT

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Circle one or both                      ALTERNATE PICK-UP                      EMERGENCY CONTACT

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Circle one or both                      ALTERNATE PICK-UP                      EMERGENCY CONTACT

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Circle one or both                    ALTERNATE PICK-UP                    EMERGENCY CONTACT

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_

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Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Circle one or both                    ALTERNATE PICK-UP                    EMERGENCY CONTACT

**Note: Please list one contact that lives outside of the immediate area; if local phone lines are jammed due to a catastrophe, it will be beneficial to list a contact out of the area that can notify other family members.**

Name \_\_\_\_\_ Relationship: \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Work Phone \_\_\_\_\_