



**2024-2025 WOODBURY AMBASSADOR
SCHOLARSHIP PROGRAM
APPLICATION PACKET**

Welcome!

Thank you for your interest in the Woodbury Ambassadors Scholarship Program. Woodbury Ambassadors have the privilege of spending a wonderful year representing our community and volunteering, learning life-long leadership and social skills, and making friendships that will last a lifetime. Additionally, each ambassador who completes a successful reign receives a scholarship towards their secondary education.

To apply, please submit the following **no later than June 15, 2024**:

- Completed application (this form including all pages)
 - A head shot photo (school photo or similar) and a digital copy to be used to identify candidate and may be used in the Coronation program and news articles. Digital photos can be **emailed to woodburycandidates@gmail.com**.
 - A signed photo and bio release form.
 - A letter of recommendation.
 - Your “tell us about you” letter.
 - Check for \$300 - APPLICATION FEE- Payable to Woodbury Days Council – Non-refundable unless the coronation is canceled
 - Check for \$25 – COMMITMENT FEE - Payable to Woodbury Days Council – Non-refundable unless the coronation is canceled
 - A separate Background Check Informed Consent Form for each adult member of your family who might attend events with you this next year as a volunteer of the Ambassadors Program (please make as many copies of this form as necessary)
 - Tell us who referred you to the Woodbury Ambassadors Royal Family Program:
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MAIL TO:

Woodbury Ambassadors Royal Family
Candidate Recruitment
PO Box 25284
Woodbury, MN 55125

For more information contact:

Lisa Boe @ 651-769-5009 or email woodburyambassadors@gmail.com



**Woodbury Ambassador Scholarship Program Application
(Please type or print all information)**

Just the Facts
Name:
Address:
Phone and email:
Date of birth and age:
Name of school attending in 2024-2025 school year:
Grade or year in college in fall 2024:
List all social media networks and your profile names:
Allergies or dietary restrictions:
Emergency Contact and how to reach them:
Employer name and address (if applicable):
Your position with the company:



Now the Fun Stuff!

Tell us about your future or current educational plans:

What achievements, special honors and awards are you most proud of?

Tell us more about YOU! On a separate piece of paper (typed), please tell us why you would like to be a Woodbury Ambassador. Include unique or interesting facts about you, your family, travels, hobbies, community service, etc. Limit to one page and attach to your application.

Just One More Thing!

Letter of Recommendation: Please include a one-page recommendation letter from a person outside your family highlighting why you would be a good candidate for the Woodbury Ambassadors Scholarship Program.



Sponsor
<p>Candidates must be sponsored by a business, relatives or by your family. Employers, business owners who are friends of the family or parents' employers are often excited to sponsor someone they know. Anyone can sponsor, and they do not have to be in Woodbury. We encourage candidates to ask local business owners. They have been wonderful supporters of our program! The Woodbury Ambassadors Royal Family does have non-profit status under 501(c)(3). The proper paperwork is available if sponsors require the information.</p> <p>The sponsorship fee is \$300. All fees are tax deductible. Sponsors will receive publicity for their sponsorship and are not required to attend any events, however are welcome to attend if they choose.</p> <p>If you need assistance in obtaining a sponsor, please contact Lisa Boe (WDC Ambassador Director) at 651-769-5009.</p> <p>Do you Need a Sponsor <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Sponsor name and address (if you have one):</p>
<p>Contact name, phone number and email address:</p>

The application fee is \$300 and the deadline for application is June 15, 2024. No applications will be accepted after a postmark of June 15th. In addition, there is a non-refundable \$25 commitment fee due from the candidate's family at the time of application. Please make all checks payable to Woodbury Days Council. The application fee and commitment fees are non-refundable unless the coronation is cancelled.

To allow us to get ready for your candidacy, please provide us with **your polo size (please circle one)**:
Adult XL (16) Adult Large (12/14) Adult Medium (8/10) Adult Small (4/6)
Youth XL (14/16) Youth Large (10/12) Youth Medium (6/8)

If there is not a total of six (6) candidates in the Woodbury Ambassador age categories, the program may be canceled for the following year (Aug 2024-Aug 2025). In the event this does occur, fees will be refunded.



Woodbury Ambassador Candidate Qualifications and Agreement

The Woodbury Ambassadors Royal Family Scholarship Program is part of Woodbury Days Council (WDC), a non-profit 501(c)(3) organization run by volunteers who plan and organize the Woodbury Days festival. The Woodbury Ambassadors Royal Family is one of several committees who make up the WDC. As part of WDC, all rules and regulations are set forth by the Council.

While identifiable as a candidate of the Woodbury Ambassadors Royal Family, the candidate participation will be at the discretion of the Woodbury Days Council and participants are expected to comply with the Woodbury Days Council Code of Conduct (attached). Non-compliance could result in immediate disqualification as a candidate or ambassador of the program and forfeiture of the monetary gift rewarded at the end of the reign.

Qualifications

- Woodbury Ambassador candidates must be entering junior or senior year in high school or pursuing secondary education as of fall 2024
- Candidates must live or go to school in the 833, 834, or 622 school district boundaries or work in Woodbury.

Attendance Policies

Candidates will have the opportunity to participate in many events during the candidacy period from approximately July 10, 2024, through August 19, 2024. Candidates are encouraged to attend all events, however, if vacations or other commitments have been scheduled previously, the absences may be excused. Evenings and weekends constitute most of the appearances requested. Candidates must attend the events during Woodbury Days and the Coronation itself. (Aug 16-19, 2024)

Covered Expenses During Candidacy

The following items will be purchased by Woodbury Days Council and provided to the Candidates.

- Sash, name badge
- One polo shirt
- Cinch Sack

Additional Expenses (covered by the Candidate and/or family)

The Candidate and/or his/her family will be responsible to pay for the following:

- One pair of khaki pants, one pair of black pants
- Jacket, shoes
- Semi-formal attire (shirt and tie for young men; tea dress for young women)
- Formal/Party wear for coronation



Candidate agrees that if they are selected a Woodbury Ambassador and is unable to commit for whatever reason, they will resign their title and all monetary and physical benefits, and the title will be given to the designated Ambassador who will follow in their absence.

Indemnification

To the extent permitted by law, I hereby agree to protect, indemnify, defend and hold harmless WDC, the City of Woodbury, and their respective employees, agents and volunteers against all claims, losses or damages to persons or property and costs (including reasonable attorney's fees), arising out of or connected to the candidate program and the reign of the Ambassadors.

This Agreement constitutes the entire agreement between parties, and there are no verbal understandings or other agreements of any nature with respect to the subject matter hereof except those contained in this agreement. It is subject to cancellation only as provided above; it may not be altered or varied by oral agreements or representations of any kind.

I have read the above rules and regulations and I understand them, and I accept them as conditions of my application.

Signatures:

Candidate: _____ **Date:** _____

Parent/Guardian: _____ **Date:** _____



Background Check Informed Consent

Woodbury Ambassadors Royal Family

Candidate Recruitment

PO Box 25284

Woodbury, MN 55125

Lisa Boe at (Ph) 651-769-5009 or email woodburycandidates@gmail.com

Due to the nature of the role as a member of the Woodbury Ambassadors Royal Family and knowing children under the age of majority are a major part of our program, background check information will be collected.

Background information is needed for the following people:

- Little Woodbury Ambassadors candidates' parent(s) and/or guardian(s)
- Woodbury Ambassador candidates and their parent(s) and/or guardian(s)
- Senior Ambassadors and spouse

Please complete the Background Check Informed Consent form below for each of the people listed above. Please make multiple copies of this form as necessary. If a background check is not completed, or if it provides unsatisfactory information about the individual's suitability to participate (as determined by the Woodbury Days Council, that person will not be able to participate in events with the Woodbury Ambassadors Royal Family.



Background Check Informed Consent

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Since I am seeking a volunteer opportunity with the WDC Ambassadors Royal Family, I hereby authorize WDC to gather and inspect criminal history information retained by local, county, state, and federal criminal justice agencies as necessary to determine whether any convictions directly related to me affect the safety of the participants of this program. I realize I am not legally required to sign this form, but if I do not sign, WDC will not be able to process my candidate application. I understand that if I am rejected as a candidate for the volunteer position based on a criminal conviction, I will be notified in writing of the basis for that decision. All information gathered by WDC will be kept private and confidential.

Date: _____

The following named individual has made application with Woodbury Days Council and/or the Woodbury Ambassadors Royal Family for: _____
(Name of Ambassador, Parent/Spouse or Chaperone)

Last Name of Applicant (please print): _____

First Name (please print): _____

Middle (please print): _____

Maiden, Alias or Former (please print): _____

Date of Birth: _____ **Sex** (M or F): _____
Month/Day/Year

I authorize the Minnesota Bureau of Criminal Apprehension to disclose all criminal history record information to **Woodbury Days Council** for the purpose of **Volunteering/Chaperoning** with the **Woodbury Ambassadors Royal Family**.

The expiration of this authorization shall be for a period no longer than one year from the date of my signature.

Signature of Applicant: _____ **Date:** _____



Liability Release for Candidate Photos and Bios

I give Woodbury Days Council authorization/permission to use my picture and bio in newspaper, print, website, internet and other media they deem necessary to promote my participation in the Woodbury Ambassadors Program.

I agree that this release will be in effect through both the candidacy and my reign should I be selected as a member of the Woodbury Ambassador Royal Family.

I agree that the Woodbury Days Council, its agents and volunteers, shall not be liable for any claim, demand, injury, damage, action or causes of action whatsoever to myself or my child or my property or my child's property due to the passive or active negligence of the Woodbury Days Council, its agents or volunteers arising out of, connected with or my child's participation in this program and that I expressly forever release and discharge Woodbury Days Council, its agents, or volunteers from all such claims, demands, injuries, damages, actions or cause of action whatsoever.

I have read the above and I understand it, and I accept it as a condition of my application.

Candidate Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____

(if under 18 years old)