

activity passport instructions



how to use the activity passport

1. One passport per family designed especially for children ages 0-3, but available for any age to use.

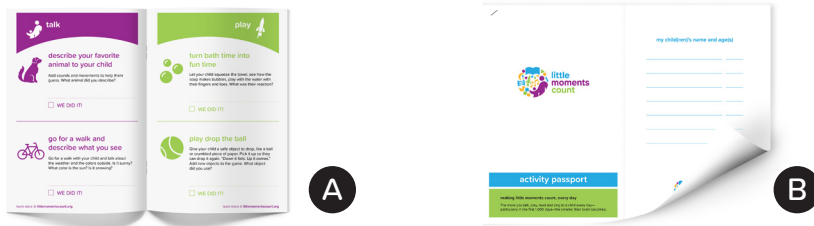
The passport can be assembled two ways:

A. FOLDED (use file 05014_LMC_Passport_Folded.pdf)

- Print out the passport two-sided on 8.5 x 11 paper. To print two-sided, most printers have a “long-edge binding” option to select.
- Fold along the dotted lines and nest page 2 inside of page 1, creating a booklet.

B. FLAT (use file 05014_LMC_Passport_Flat.pdf)

- Print out the passport one-sided on 8.5 x 11 paper.
- Staple sheets together in the order they printed in.



2. Participants should complete all activities inside and check the box “WE DID IT!” box as they go.
3. Though not required, consider providing an incentive to encourage participation. Once the passport is completed, participants should hand in or complete a survey to redeem incentive reward. See sample text on the right for an example of incentive program wording.

sample incentive program wording:

Thank you for your participation! We hope you enjoyed your time spent talking, playing, reading, and singing and with your child. To redeem your **(insert incentive reward here)**:

1. Go to **(insert URL link here)** and click on the survey link.
2. Complete the survey.
3. The **(insert incentive reward here)** will be mailed to the address provided in the survey.

-OR-

1. Turn in completed passport to **(insert name or address to hand in passport)**.
2. Receive **(insert incentive reward here)**.