

**TOWNSHEND HOCKEY  
SKATING SYSTEMS, LLC  
PO BOX 1231  
SACO, ME 04072**

Dear Staff Member,

Congratulations on your selection as a Townshend Hockey summer 2010 employee. This is an exciting summer camp season for Townshend Hockey for many reasons. Our day programs and boarding camps are truly unparalleled to any others nationwide, many new camps have been added and, all camps have been fine tuned and improved upon.

As the number one hockey program in the country I strive to select only the most qualified instructors and junior counselors available. The kids are number one and you are all expected to show them and teach them what it means to be a true leader. One topic that is dear to my heart is bullying. We will do whatever it takes to make sure that this is never an issue at my camps. We are a teaching hockey school, we do not simply run kids through a series of drills and make them sweat like other camps out there – WE TEACH. My motto is “Practice until you get it right, then practice until you can’t get it wrong”, this self-explanatory motto is the backbone of all Townshend Hockey programs and I expect all my staff to adhere to it.

The following details and tasks are extremely important and need to be completed by everyone on time:

1. The staff orientation start on Saturday June 26<sup>th</sup> at Governor’s Academy at 1:00 pm. We will conduct a clinic for some local kids to get an idea of how we operate. We will spend the night at Governor’s as we expect to have many students arrive a day early.
2. You must have had a physical exam within the last two years. If not, please schedule an appointment with your doctor ASAP. Your doctor must complete a portion of the Health Form, include up-to-date immunization records and, sign and date the form. The Health Form must be completed in its entirety. These forms are state mandated and required in order for you to work. This is a serious position working with children. All employees must take responsibility and return this important and necessary paperwork by the deadline.

This is a Pro Hockey Experience Camp and each camper and employee will be treated to same way the pro’s are treated, get ready to live the life of a professional coach as well. Along with the perks comes the responsibility as well.

Sincerely,

Graeme & Lori-Ann Townshend  
Townshend Hockey Skating Systems, LLC  
978-360-4244 (Graeme’s Cell)  
[www.TownshendHockey.com](http://www.TownshendHockey.com)