

HAS Paper Form Cover Letter



Special Olympics

Health

MADE
POSSIBLE BY **Golisano**
FOUNDATION

Check List:

Email healthdata@specialolympics.org to create your event in the Healthy Athletes System (HAS)

Print this Cover Letter, **one per discipline**, so you have a discipline set and cover letter per discipline. (Example: if you have Healthy Hearing, Special Smiles, and FUNfitness HAS forms, please separate each discipline and provide a separate cover letter for each discipline)

Scan the discipline set(s) as a back-up

Option #1: Scanning Forms (preferred method)

Upload scans of the discipline set(s) to a Dropbox link

E-mail Dropbox Link to healthdata@specialolympics.org

Option #2: Mail paper forms to SOI

Mail the discipline set(s) to SOI (Please keep all discipline sets for your event in one mailing package)

Address: 1133 19th St NW, Washington, DC 20036

Email tracking confirmation to healthdata@specialolympics.org and hharmer@specialolympics.org

Reminder: If you are receiving grant funds for the HA event, it is **REQUIRED** that you either scan and email forms to healthdata@specialolympics.org and hharmer@specialolympics.org or send in the tracking numbers if they mail the HAS forms in.

Program Name: _____

City: _____

Date(s) of Screening: _____

Discipline: _____

of Forms in Discipline Set: _____

Contact's Name: _____

Scanned Date: _____

Notes: