

CONFERENCE REGISTRATION FORM
CALIFORNIA ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS
60TH ANNUAL CONFERENCE
MARCH 4 - 6, 2010 * STRATOSPHERE HOTEL - LAS VEGAS, NEVADA

Name: _____
 School District: _____ Job Title: _____
 Mailing Address: _____ City/State/Zip: _____
 Daytime Telephone: () _____ FAX: () _____ Affiliate Name _____
 E-mail Address: _____

Pre-Conference Hoover Dam Tour (Thursday Only):

Hoover Dam Tour \$ 68.00 _____

Conference Registration: REGISTRATION DEADLINE IS 02/8/10

Includes full conference registration for Friday and Saturday, all conference materials, and the following meals: breakfast and lunch on Friday; Saturday breakfast, lunch and installation banquet.

CAEOP Member: (Early registration postmarked by 12/30/09) \$ 275.00 _____
 Retiree Registration: \$ 275.00 _____
 CAEOP Institutional Member District: \$ 295.00 _____
 Non-CAEOP Member: \$ 350.00 _____

Early Bird
Registration
Special
Drawing for
a Mini
Net book

Selection of Friday Workshops:

1:30 pm — 3:00 pm Mock Board Meeting & Roberts Rules of Order Email Etiquette
 3:15 pm — 4:45 pm The Grass is Greener The Art of Getting Along
 1:30 pm — 4:45 pm Retiree Workshop and Annual Meeting

One-Day Conference Registration: (Friday or Saturday Only)

Friday Only: Includes registration, materials, Breakfast and Awards Luncheon \$ 175.00 _____
 Saturday Only: Includes registration, materials, lunch \$ 175.00 _____

Sub-Total, Registration Fees: \$ _____

Additional Guest Meals: (Friday or Saturday)

Friday Breakfast _____ @ \$ 25.00 _____
 Friday Awards Luncheon _____ @ \$ 40.00 _____
 Saturday Spirit Luncheon _____ @ \$ 40.00 _____
 Saturday Installation Banquet _____ @ \$ 65.00 _____

Sub-Total, Guest Meals: \$ _____

Membership Registration:

New "First-Time" CAEOP Annual Membership
Special Conference Membership Fee, Save \$10.00 \$ 30.00 _____
 Renewal CAEOP Annual Membership [April 1, 2010 to March 31, 2011]
 [] Regular (\$40.00) [] Retiree (\$20.00) _____

Conference Lay-A-Way # _____ **<Deduct Balance>** \$ _____

TOTAL ENCLOSED: **Please make check or money order payable to: CAEOP** \$ _____
PURCHASE ORDERS NOT ACCEPTED

Is this your first CAEOP Conference? [] YES [] NO
 Are you a CAEOP Member? [] YES [] NO
 Do you have any special dietary needs? [] YES [] NO
 If yes, please specify: _____

If paying by credit card, you may register at:
www.caeop.org/conference_2010.htm

Mail Payment and Conference Registration Form to:
 Kathy Ramos, Conference Registrar
 2000 24th Street, Bakersfield, CA 93301
 661.861.5230 Work Phone ~ 661.332.1217 Cell Phone
 Email: karamos@kern.org

There will be a \$35.00 fee for Bank Returned Checks.
 Cancellations must be in writing. A \$100.00 administration fee will be charged for any registration cancellation with refund. No refunds for cancellations received after January 31, 2010 or "no shows."
 CAEOP reserves the right to make reasonable substitutions in the event of speaker cancellation or conference room adjustments. CAEOP and its officers assume no responsibility for any personal injury or damage to property incurred by a member or guest of said Association while engaged in any Association-sponsored activity.
 Continuing Education Units may be available for a fee. Check at the registration desk.