

2020 NEMCI&A Registration Form

Institute I, II & III July 11-17, 2020

To hold a spot a \$75 non-refundable deposit is due by April 15, 2020

Registrations received after April 15 will be processed as space allows until June 1

Per Policy, I verify that I am a: <input type="radio"/> Municipal Clerk <input type="radio"/> Deputy/Asst Clerk <input type="radio"/> Other Municipal Staff*	
Name:	Nickname:
Town/city:	Title:
Population:	Years of Service:
Office Address:	Office Phone:
City: State: Zip:	Office FAX:
Best email to contact you:	Cell:
Home Address:	Emergency Phone:
City: State: Zip:	Gender:
Check all that apply: <input type="radio"/> CMC <input type="radio"/> MMC <input type="radio"/> NEACTC member	
My computer skill level: <input type="radio"/> Beginner <input type="radio"/> Intermediate <input type="radio"/> Advanced	
I have completed: <input type="radio"/> State Certification <input type="radio"/> Institute Year 1 <input type="radio"/> Institute 2	
<p style="text-align: center;">List non-medical allergies (food, environment, etc):</p> <hr/> <p style="text-align: center;">Please enroll me in the following Institute:</p> <p><input type="radio"/> Institute Year I \$925</p> <p><input type="radio"/> Institute Year II \$925</p> <p><input type="radio"/> Institute Year III \$925</p> <p>We encourage you to attend the banquet and graduation on Thursday night to support all students. If for some reason you have an obligation and you are unable to stay for the banquet please fill in the oval</p> <p style="text-align: center;"><input type="radio"/> Not staying Thursday night</p> <p>If you are staying Thursday night we need to know who is not having breakfast at PSU Friday morning as we need to give the count on breakfast for Friday morning.</p> <p style="text-align: center;"><input type="radio"/> No Friday morning breakfast</p>	<p>Please assign room/suite mates: Yes No</p> <p>Room Configuration (Quads, doubles, etc) is not guaranteed. Students with medical needs or prior board approval may request single rooms. Additional single room charges of \$30 per day, in addition to the regular enrollment fees, will apply.</p> <p>Requested Rommates:</p> <p>A. _____</p> <p>B. _____</p> <p>C. _____</p> <p>D. _____</p> <p>Scholarship Awarded \$ _____</p> <p><input type="radio"/> State <input type="radio"/> County <input type="radio"/> NEACTC <input type="radio"/> IIMC/MCEF</p> <p>Please attach award letter to this application.</p> <p style="text-align: right;">Program Fee \$ _____</p> <p style="text-align: right;">Minus Scholarship/Awards \$ _____</p> <p style="text-align: right;">Banquet tickets____@ \$75 \$ _____</p> <p style="text-align: right;">each:</p> <p style="text-align: right;">After June 15, add \$25 late fee \$ _____</p> <p style="text-align: right;">(not applicable to Athenian)</p> <p style="text-align: right;">TOTAL DUE: \$ _____</p> <p style="text-align: center;">To hold a spot \$75 deposit is due by April 15</p> <p style="text-align: center;">Remainder is due June 15.</p>
<p>Mail completed registration form and \$75 non-refundable payment (or payment in full):</p> <p>Checks payable to: NEMCIA Treasurer</p> <p>Stephanie Carrara, MMC</p> <p>10 Pearl Street</p> <p>Stoughton, MA 02072</p> <p>Registration Chair contact information: Stephanie Carrara, 718-232-9224, scarrara@stoughton-ma.gov</p>	
<p><i>The deposit is non-refundable. See handbook for full attendance policy. There will be no pro-rating of tuition or fees for students attending part of Institute or Academy (i.e. departing early). If cancellation (unable to attend due to unforeseen circumstances, major illness, hospitalization or death) is past the commitment date between NEMCIA and the host school, a refund of your fees paid less any costs incurred by NEMCIA may be considered for a monetary refund or to extend a credit towards a future year's attendance.</i></p> <p>*Additional registration requirements due to availability. Please contact the Registration Chair.</p>	
<p>For office use: Receipt <input type="checkbox"/> Logistics <input type="checkbox"/> Food Chair <input type="checkbox"/> Treasurer <input type="checkbox"/> Paid in Full <input type="checkbox"/> Complete <input type="checkbox"/></p>	