



NEW MEXICO SCHOOL BOARDS ASSOCIATION

2018 Annual Convention

December 7 - 8, 2018

Embassy Suites - Albuquerque, NM

REGISTRATION FORM

Billing Address:

School District: _____
Submitted by: _____
Title: _____ Phone: _____
Email: _____

If no RSVP is indicated for the lunch we will assume "not attending".

ATTENDEES NAMES

(please print)

1. Name: _____
Title: _____
Friday Awards Lunch..... attending () not attending ()
2. Name: _____
Title: _____
Friday Awards Lunch..... attending () not attending ()
3. Name: _____
Title: _____
Friday Awards Lunch..... attending () not attending ()
4. Name: _____
Title: _____
Friday Awards Lunch..... attending () not attending ()
5. Name: _____
Title: _____
Friday Awards Lunch..... attending () not attending ()
6. Name: _____
Title: _____
Friday Awards Lunch..... attending () not attending ()

Conference Fees:

Association Members: \$150.00 per person. **\$175.00 per person after November 16, 2018.** A purchase order is considered payment.

Purchase Order #: _____
(attach copy of P.O.)

Non-Members: \$450.00 per person. **Payment must be made in advance.**

Friday Awards Luncheon: The Awards Luncheon on Friday is included with registration.

Cancellations & Refund Policy

100% refund if registration is canceled in **writing**, by November 9, 2018. 50% refund if registration canceled in **writing**, by November 16, 2018. **NMSBA does not send out confirmations, the district must call or email to confirm registration or cancellations.**

NO SHOWS WILL BE BILLED IF NOT CANCELED BY DATES SHOWN ABOVE. Substitutions will be allowed until Nov. 16, 2018 with no charge. From Nov. 17th until event, a charge of \$50.00 will apply.

HOTEL RATES at the Embassy Suites are \$91.00 Single or \$101.00 Double, plus tax. Please make your room reservations by calling 1-505-245-7100 or 1-800-362-2779. Please indicate purchase order number at time of reservation. To ensure these rates, please make room reservations by November 21 and identify yourself as being with NMSBA.

List of Overflow Hotels for Annual Convention:
Holiday Inn Hotel & Suites-1501 Sunport Pl. SE - (505) 944-2255
Quality Inn & Suites - 1315 Menaul Blvd. NE - (505) 345-0010
Holiday Inn Express-2500 Menaul Blvd. NE - (505) 881-0544
Holiday Inn Hotel - 5050 Jefferson St. NE - (505) 944-2222

Please email Registration Form & Purchase Order to Carolyn Mole, NMSBA Finance Director: cmole@nmsba.org