



NEW MEXICO SCHOOL BOARDS ASSOCIATION

2019 Annual Convention

December 6 - 7, 2019

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 15, 2019.** A purchase order is considered payment.

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

Non-Members: \$500.00 per person. **Payment must be made in advance.**

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

Cancellations, Refund Policy & Disclaimer

100% refund if registration is canceled in **writing**, by November 8, 2019. 50% refund if registration canceled **in writing**, by November 15, 2019. **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. 15, 2019 with no charge. From Nov. 16th until event, a charge of \$50.00 will apply.

NMSBA reserves the right to refuse registration to this event or ask any attendee to leave the event without refund for reasons it deems necessary to protect the safety of attendees and staff. NMSBA is not responsible for any expenses, loss of training, or negligence arising from attendee behavior.

HOTEL RATES at the Embassy Suites are \$96.00 Single/\$106.00 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 14, 2019, 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 & Suites – 2500 Manual Blvd. NE – (505) 881-0544**
 - Holiday Inn Hotel & Suites – 5050 Jefferson St. NE – (505) 944-2222**

Please email registration form & P.O. to: NMSBA Email: cmole@nmsba.org