



**2025 Annual Training Conference**  
**September 8 - 12, 2025**  
**St. Paul, MN**

## Registration Form

You may register online: [www.wicsec.org](http://www.wicsec.org)

Registration is exclusively online. However, this form is available so that you know what information to expect during the registration process.

**Questions? Call 505-508-2999**  
**or email [wicsec@mgr-events.com](mailto:wicsec@mgr-events.com)**

Please complete this form, regardless of your level of participation. This will ensure that we have a conference name badge and conference materials prepared for you. **PLEASE PRINT LEGIBLY OR TYPE.**

### ATTENDEE INFORMATION All fields must be completed.

First Name \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name \_\_\_\_\_

Nickname OR First Name for Badge \_\_\_\_\_

Job Title \_\_\_\_\_ Company/Agency \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Number of years in child support:** \_\_\_\_\_ **This is my** \_\_\_\_\_ **WICSEC Conference.**

**Do you have any accessibility needs?** ☐ Yes ☐ No If yes, please specify: \_\_\_\_\_

**Dietary Meal Request:** ☐ Vegetarian ☐ Gluten Free ☐ Allergy: \_\_\_\_\_

**Please check the events you *WILL* attend:**

☐ Conference Orientation (Mon.)

☐ President's Welcome to Minnesota Reception (Mon.)

☐ WICSEC Dinner Event (Thurs.)

☐ Full Hot Breakfast Buffet (Fri.)

### REGISTRATION FEES

<input type="checkbox"/> Attendee - Early Bird (by Friday, July 25, 2025)	\$625
<input type="checkbox"/> Attendee - Regular (after Friday, July 25, 2025)	\$675
<input type="checkbox"/> Attendee - Daily Rate <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday	\$200 (per day)
<input type="checkbox"/> Host State Attendee - (IV-D & Tribal Programs only)	\$535
<input type="checkbox"/> Speaker (attending full conference)	\$625
<input type="checkbox"/> Speaker & IJ Fair Ambassador	\$625
<input type="checkbox"/> IJ Fair Ambassador	\$625
<input type="checkbox"/> Life Member	\$0

**Registration Fees ABOVE** include conference materials, admission to all workshop/sessions, Welcome Reception, Dinner Event, and meal functions for the registrant.

☐ Speaker (attending *workshop only* - "Talk and Walk") \$0

☐ Exhibitor Floor Pass (access to exhibit hall only and does not include any tickets) \$325

☐ Virtual (four plenaries and three workshops that will be live streamed and recorded) \$225

### Extra (Guest) Ticket Purchases

☐ President's Welcome to Minnesota on Mon 9/8 (Guest) \$45 x \_\_\_\_ = \_\_\_\_

☐ WICSEC Dinner Event on Thurs 9/11 (Guest) \$65 x \_\_\_\_ = \_\_\_\_

☐ Friday 9/12 Full Hot Breakfast Buffet (Guest) \$30 x \_\_\_\_ = \_\_\_\_

**Total Due: \$** \_\_\_\_\_

### PAYMENT Please make checks & Purchase Orders payable to WICSEC

☐ Check # \_\_\_\_\_ ☐ Purchase Order # \_\_\_\_\_ ☐ Credit Card: ☐ Visa ☐ MasterCard ☐ American Express

Cardholder Name \_\_\_\_\_ Security Code \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Billing Zip Code \_\_\_\_\_



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**WICSEC FEDERAL ID #62-1755429**

To request a W-9, please email  
**[WICSEC@mgr-events.com](mailto:WICSEC@mgr-events.com)**.

### PHOTO RELEASE

Photos are taken throughout the conference of attendees while participating in conference activities. Your completion of this registration form gives your permission to take photos and use them on social media and the WICSEC website.

### CONFIRMATION

You will receive an automatic confirmation and receipt via email. If you do not receive a confirmation email, please call 505-508-2999 or email **[WICSEC@mgr-events.com](mailto:WICSEC@mgr-events.com)**.

### REGISTRATION PAYMENT POLICY

Registration payment **MUST** be received in full before an attendee will be able to attend the conference. If an attendee is submitting registration payment by mail, the payment must be received no later than Tuesday, September 2, 2025. Payments may be made by check, money order, credit card, debit card, ACH, or Purchase Order (PO). If paying via PO, it must be paid **PRIOR** to the conference. Payments can also be made at the onsite registration desk.

### CANCELLATION/REFUND POLICY

Registration refund requests must be made in writing and sent via mail, fax, or email before August 8, 2025 to the contact information above. WICSEC will not honor refund requests after the deadline.

All cancellations and refund requests will be subject to a \$75 processing fee. If the registration is unpaid and the cancellation is received before Friday, August 8, 2025, the individual/employer/organization is responsible for the \$75 cancellation fee. If the registration is unpaid and the cancellation is received after Friday, August 8, 2025, the individual/employer/organization is responsible for the full registration fee. You may substitute another attendee at any time. Please send substitution information to the email address above. WICSEC cannot be responsible for cancellation or change charges assessed by airlines, hotels, travel agents or other institutions.

### BUSINESS CONTACT INFORMATION

The contact information provided herein on the registration form will be shared with all of the conference attendees and conference sponsors.