WICSEC
WESTERN INTERGOVERNMENTAL CHILD SUPPORT ENGAGEMENT COUNCIL

2024 Annual Training Conference
September 29 – October 3, 2024
Lake Tahoe, NV

Registration Form

You may register online: 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

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:_____

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 (Sun.)
☐ President's Welcome to Lake Tahoe Reception (Sun.)
☐ WICSEC Shades of Tahoe Blue Dinner Event (Wed.)
☐ Full Hot Breakfast Buffet (Thurs.)

REGISTRATION FEES

☐ Attendee – Early Bird (by Wednesday, July 31, 2024)	$525
☐ Attendee – Regular (after Wednesday, July 31, 2024)	$575
☐ Attendee – Daily Rate ☐ Monday ☐ Tuesday ☐ Wednesday	$200 (per day)
☐ Host State Attendee – (IV-D & Tribal Programs only)	$435
☐ Speaker (attending full conference)	$525
☐ Speaker & IJ Fair Ambassador	$525
☐ IJ Fair Ambassador	$525
☐ Life Member	$0

Registration Fees ABOVE include conference materials, admission to all workshop/sessions, Welcome Reception, Shades of Tahoe Blue 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)	$225
☐ Virtual (four plenaries and two workshops that will be live streamed and recorded)	$199

Extra (Guest) Ticket Purchases

☐ President's Welcome to Lake Tahoe Reception on Sun 9/29 (Guest) $50 x ___ = _____
☐ WICSEC Shades of Blue Dinner Event on Wed 10/2 (Guest) $65 x ___ = _____
☐ Thursday 10/3 Full Hot Breakfast Buffet (Guest) $35 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**.

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**.

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 Monday, September 21, 2024. 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 or email before August 29, 2024 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 Thursday, August 29, 2024, the individual/employer/organization is responsible for the $75 cancellation fee. If the registration is unpaid and the cancellation is received after Thursday, August 29, 2024, 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.