

# 2010 Secretaries Conference

“Momma Told Me There’d Be Days Like This!”

November 5, 2010

Name \_\_\_\_\_  
First Name for Name Tag \_\_\_\_\_  
School \_\_\_\_\_ DOE School # \_\_\_\_\_  
School Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email (need for confirmation) \_\_\_\_\_

## Conference Fee (Includes Lunch)

### Early Bird Registration – Until September 24, 2010

Registration: \$99.....\$ \_\_\_\_\_

### Registration September 25, 2010 – November 5, 2010

Registration: \$109.....\$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

## Method Payment

- Check enclosed (make payable to IASP)
  - Purchase order number \_\_\_\_\_ Date \_\_\_\_\_
  - MasterCard/Visa # \_\_\_\_\_ Exp. Date \_\_\_\_\_
- Complete Billing Address \_\_\_\_\_  
3 Digit Security Code \_\_\_\_\_

Signature: \_\_\_\_\_

Refunds or credits will be given only for cancellations made in writing (mail, fax, or email) to Terilyn Hoke [thoke@iasp.org](mailto:thoke@iasp.org) no later than five business days prior to the conference date. Cancellations received within five days of the conference may receive a refund, less 50 percent to cover meal/administrative costs. No refunds will be given for “no shows” or cancellations received on the day of the conference.

**Please return form and payment to:**  
IASP – 11025 East 25<sup>th</sup> Street – Indianapolis, IN 46229  
317-891-9900 x205 – 1 800-285-2188 FAX 317-894-9807

You may also register online at [www.iasp.org](http://www.iasp.org)