**Pre-Registration Group Form** **REGION 1 CHRISTIAN EDUCATION CONFERENCE**

Child: $ 6.00 (5yrs - 12yrs)  **Deadline: March 31, 2019**

Teen: $11.00 (13yrs – 17 yrs.)

Adult: $11.00 (18yrs and up) See the note at the bottom of this sheet

**Onsite Registration add, ($1.00 to the listed price) State Council:**

If not typing, please print clearly

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| # | **NAME**  Please indicate Brother or Sister if you have no title | **TITLE** | **CHURCH** | **CITY** | **STATE** | **Adult/Teen/Child**  Double click to check the box | **Plans to attend?** | | **Amount**  **Paid** |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
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|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
|  |  |  |  |  |  | **A T C** | **Yes No** | |  |
| **ALL MONEY SENT TO THE REGIONAL TREASURER MUST BE IN THE FORM OF A CHECK OR MONEY ORDER** | | | | | **Total amount of money** | | | **$** | |

*Let him that is taught in the word communicate unto him that teacheth in all good things. Galatians 6:6*

\*\*\* **NOTE**: If not registering online, all money must be sent to the Region One treasurer. This form is to be mailed or e-mailed to the registration chairperson who will verify with the treasurer the number of names with the amount of money sent.

**Contact information:** Region One Treasure **:** Elder William Terry **e-mail:** [**wterry62@gmail.com**](mailto:wterry62@gmail.com) **Mailing Address**: 3342 Halifax Road, South Boston VA 24592 **Cell:** 434-222-8837

(Checks or money orders only)

**Registration Chairperson:** Bro. Darrin Edwards:434-688-6072 **e-mail:** [**darrin30@outlook.com**](mailto:darrin30@outlook.com) **Contact the Region One Director:** Sister Connie L. ChappellCell: 434-251-1710 Work: 434-835-0168 **E-mail:** [**cchappell@negrilinc.com**](mailto:cchappell@negrilinc.com)

**This is an excerpt from the updated Region One Guidelines**

**Pre–Registration Guidelines:** All Pre-registration money will be mailed to the Treasurer, unless pre-registration is completed online. The Treasurer will be informed of the number of adults and the number of children only. (These numbers can be written on the memo line of the check if desired) All names will be either emailed or standard mailed to the Regional Registrar. The Registrar will verify with the Treasurer the list of names to coincide with the amount of money the treasurer has, and the Treasurer will bank all monies as mandated by the ICEA. The Registrar will be prepared to give updates during all meetings prior to the Convention date.

* If there is an error the Registrar will contact the sender to make sure all names balances with the money the Treasurer has. (On the Registrar will add names or remove names coincide with the amount of money the treasurer has).
* Once balanced, the Registrar will send the total number and amount of all registrants by states with a breakdown of the number of adults and children to the Secretary with total monies collected.
* The Secretary will be responsible for emailing the information to the Director, Assistant and State Superintendents so that they can be aware of how the registration is coming together.
* During each conference call planning session, the Registrar will give an up to date status of registration numbers by state.
* The Registrar will be prepared to give a report after the deadline of pre- registration. Each states breakdown of names by adult and children along with the total amount of money collected will be reported.
* The Region One ICEA can begin pre–registration for the next Regional Conference no later than 30 days after the PAW Annual Convention. Pre–registration forms should be provided to all State Superintendents and distributed to local churches within that time period. Pre–registration will end the 4th Saturday in March. *(However, any money post marked before March ends will be counted, but the Treasurer will have to show proof of the post mark date. No hand delivery will be counted with the pre-registration if received after the 4th Saturday in March.)*
* **Onsite registration** The Registrar will be prepared to accept onsite registration and keep all registrants separated by state. The Registrar will be prepared to give a complete record of how many people registered onsite. Onsite registration will began Friday at 9:00 a.m. and end Saturday, one hour prior to the state rally. All hours of registration opening and closing will be posted so that all attendees will be informed throughout the Convention.