

SUBMIT IN PERSON ONLY *ONSITE REGISTRATION FORM* SUBMIT IN PERSON ONLY
MACo 2012 Summer Conference August 15 – 18, 2012 Ocean City Convention Center

(Program and online registration: www.mdcounties.org)

Name: _____ Nick name for badge: _____
First MI Last

Representing: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

Spouse name (for paid spouse registrations only) _____

PLEASE CHECK APPROPRIATE REGISTRATION FEE:

COUNTY MEMBERS (ELECTED, APPOINTED OR HIRED)

- | | |
|--|--------------------------------|
| Full Registration <i>(Includes all conference meetings and meal functions)</i> | <input type="checkbox"/> \$375 |
| Spouse Registration <i>(Includes Exhibit Hall, 1 Reception & 1 Crab Feast)</i> | <input type="checkbox"/> \$185 |
| Wednesday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$130 |
| Thursday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$185 |
| Friday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$185 |
| Saturday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$130 |

AFTER 7/30

OTHER GOVERNMENT (MUNICIPAL, STATE, FEDERAL EMPLOYEES)

- | | |
|--|--------------------------------|
| Full Registration <i>(Includes all conference meetings and meal functions)</i> | <input type="checkbox"/> \$500 |
| Spouse Registration <i>(Includes Exhibit Hall, 1 Reception & 1 Crab Feast)</i> | <input type="checkbox"/> \$215 |
| Wednesday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$150 |
| Thursday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$225 |
| Friday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$225 |
| Saturday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$150 |

COMMERCIAL (PROFIT & NON-PROFIT)

- | | |
|--|--------------------------------|
| Full Registration <i>(Includes all conference meetings and meal functions)</i> | <input type="checkbox"/> \$640 |
| Spouse Registration <i>(Includes Exhibit Hall, 1 Reception & 1 Crab Feast)</i> | <input type="checkbox"/> \$245 |
| Wednesday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$160 |
| Thursday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$235 |
| Friday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$235 |
| Saturday Meeting & Breaks only <i>(Order meal tickets separately)</i> | <input type="checkbox"/> \$160 |

MEAL TICKETS

- | | |
|---|-------------------------------|
| Thursday Lunch | <input type="checkbox"/> \$25 |
| Thursday President's Reception - Adult | <input type="checkbox"/> \$55 |
| Thursday President's Reception - Under 21 years old | <input type="checkbox"/> \$20 |
| Friday Lunch | <input type="checkbox"/> \$25 |
| Friday Crab Feast - Adult | <input type="checkbox"/> \$65 |
| Friday Crab Feast - 11 - 17 years old | <input type="checkbox"/> \$20 |
| Friday Crab Feast - 10 & Under | <input type="checkbox"/> FREE |

**DO NOT
FAX
OR
MAIL
FORM**

Total Due _____

Cancellations/Changes and Refunds: Fees will be refunded, less a \$75.00 processing fee, if cancellation or change resulting in a refund is received in writing no later than July 2. After that date, fees are non-refundable. All refunds will be processed after the conference. Please see the Policies page for more details.

PAYMENT METHOD Check or Money Order payable to **MACo**. Your confirmation/receipt will be emailed to the email address on this form.

Please check appropriate box: Check VISA MasterCard

Card #: _____ Exp. Date _____

Signature _____ Print Cardholder Name: _____

MACo Office use only

Date Paid _____ Check or PO Number _____ Amount _____

Date Paid _____ Check or PO Number _____ Amount _____

MACo 2012 Summer Conference Registration Policies & Procedures

Registration

General Policies

- Registration DOES NOT include hotel reservations. Registrants must make their own hotel reservations. MACo provides a list of discounted hotel room rates for Summer Conference registrants.
- Registration fees include meal tickets as listed on the registration form. Meal tickets are not included for one-day registrations.
- Payment MUST accompany registration. Registrations received prior to payment will not be processed until payment is received. Amount due will be determined by postmark date on payment.

Cancellations/Changes and Refunds

- Fees will be refunded, less a \$75.00 processing fee, if cancellation or change resulting in a refund is received in writing no later than July 2. After that date, fees are non-refundable.
- Substitutions are accepted at no charge until July 29, 2012. Starting July 30, substitutions will result in a \$50 charge.
- On-site substitutions, except in cases of extreme emergencies, will result in a \$150 charge.

Special Events at the Conference

- Board of Directors' Meetings - MACo Board of Directors' meetings are private and are open only to our Board members.
- Governor's Cabinet Reception - Only County Elected Officials and members of the Governor's Cabinet are invited to attend this event.
- Elected Officials Breakfast - Only County Elected Officials and legislators registered to attend the Conference are given tickets to this event.
- Lunches and President's Reception/Crab Feast- These are ticketed events. Tickets are included in full registrations, but may be purchased separately with all other registrations. Spouse registrations include President's Reception and Crab Feast - no lunches are included with the spouse registration, but lunch tickets may be purchased separately.

Press

Registration

- Members of the press are welcome to attend the MACo Summer Conference
- Press registrations are complimentary, however meal tickets are not included. Meal tickets may be purchased separately if desired. Please fill out the press registration form available at www.mdcountries.org.

Videotaping

- Videotaping is permitted in all of the common areas of the Roland Powell Convention Center; this does not include educational sessions, meeting rooms, or ticketed meal events. We ask that you kindly notify MACo of your intention to videotape in any of the common areas in order to avoid congestion in hall ways. Videotaping is not permitted in any of MACo's private meetings or ticketed meal events.
- If members of the press wish to videotape an educational session, they must send a request to Virginia White by July 30, 2012. MACo must obtain waivers from all speakers involved before a session may be taped.

Requests for Interviews

- Members of the press desiring to interview MACo's Executive Director, Board President, MACo staff, or leadership must send a scheduling request to Emily Hollis by July 30, 2012.