



# Conference Application

Today's Date \_\_\_\_\_

Name of Conference \_\_\_\_\_

Starting Date of Conference \_\_\_\_\_

OFFICE USE ONLY	
Date Received	_____
Pmt Received	_____

**Application is not complete without the payment of conference fee.**

### APPLICANT INFORMATION *Please print clearly*

Please **do not** purchase airline ticket until you receive confirmation to attend the conference from your local territory or zone office.

Member ID	First Name	Last Name		
Zone	Region	Chapter	District	
Home Phone	Cell Phone	Work Phone		
Email	Date of Birth (mm/dd/yyyy)		Gender <input type="checkbox"/> M <input type="checkbox"/> F	
Street Address		City	State	Zip
Division <input type="checkbox"/> WD <input type="checkbox"/> MD <input type="checkbox"/> YWD <input type="checkbox"/> YMD <input type="checkbox"/> ESD <input type="checkbox"/> YWD JHHS <input type="checkbox"/> YMD JHHS				

Leadership Responsibility *(Please DO NOT include auxiliary groups)*

### HEALTH, ROOMMATE & EMERGENCY CONTACT INFORMATION *Please print clearly*

Please indicate any special needs *(i.e. health conditions, medications)*. \_\_\_\_\_  
\_\_\_\_\_

Are you able to walk 300 – 500 feet unassisted, without becoming short of breath?  Yes  No  
If not, please explain any condition that prevents you from doing so:

Please list any dietary restrictions, including vegetarian/vegan request. *(The FNCC may not be able to fulfill all special dietary needs. In those situations, individuals may be required to bring their own specialty foods.)*

Emergency Contact Name		Relationship
Phone 1	Phone 2	
Roommate Request, if any <i>(All rooms are double occupancy. Best efforts will be made to accommodate your request but please not that it cannot be guaranteed.)</i>		
Preferred Language <i>(for language conferences only)</i>	Preferred Name <i>(for conference badge/certificate)</i>	

Additional Comments

Is this your first time attending a conference at FNCC?  Yes  No

Going Green!  Yes, please sign me up for an electronic conference booklet ONLY option! I understand that FNCC will save trees by not printing my paper copy booklet. (NOTE: please bring your own portable electronic device to access your electronic booklet during the conference. FNCC will not provide these devices. Electronic copy will be available for downloading from your Portal account a few days prior to the conference. If you cannot access your Portal to retrieve e-booklet, please contact your local territory/zone office.)  
 No, I prefer to receive paper conference booklet.

### OFFICE USE ONLY

Notes





# SGI-USA FLORIDA NATURE & CULTURE CENTER Conference Payment Form

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Name of Conference \_\_\_\_\_

Starting Date of Conference \_\_\_\_\_

OFFICE USE ONLY	
Date Received	_____
Pmt Received	_____

## PAYMENT INFORMATION *Please print clearly*

Please **do not** purchase airline ticket until you receive confirmation to attend the conference from your local territory or zone office.

The FNCC conference fee is \$495 per person.\* Please submit your application and payment to your territory/zone office.

Payments may be made by cash, check/money order (payable to SGI-USA) or Visa/MasterCard.

You may drop-off, mail or fax your application and payment or email the application only. Credit Card forms should not be sent by email.

### PAYMENT SUBMITTED BY (check one)

Check    Check # \_\_\_\_\_  
 Cash (please do not mail cash)

Money Order    MO # \_\_\_\_\_  
 Visa/MasterCard (please use form below)

Please clearly print the first and last names of all applicants you are paying in addition to yourself.

_____	_____
_____	_____
_____	_____

Total Amount \_\_\_\_\_

\*The conference fee includes ground transportation within set hours, conference materials, accommodation and meals once you arrive to the FNCC. The conference fee for children of ages 5-12 at the Family & Future Division Conference is \$248.

**IMPORTANT: Payment by credit card will only be accepted by fax or mail.**

**DO NOT SEND CREDIT CARD INFO BY E-MAIL.** You may also apply online through your SGI-USA Portal (<http://portal.sgi-usa.org>).

## CREDIT CARD INFORMATION *Please print clearly*

Name shown on card

First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last Name \_\_\_\_\_

Card Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Card Number |\_|\_|\_|\_|\_|-|\_|\_|\_|\_|-|\_|\_|\_|\_|-|\_|\_|\_|\_|    Exp. Date |\_|\_|/|\_|\_|

Card Type     Visa     MasterCard    **We do not accept American Express, Discover or other credit cards.**    Amount \_\_\_\_\_

By signing this form, you are authorizing the SGI-USA to charge your credit card. The SGI-USA will protect the personal financial information that you share with us. We will use your credit card number only to process your payment and will not use it for any other purpose whatsoever. Credit card information is not stored on our web servers. We will retain order information for our records, but this information is never shared with third parties.

Signature \_\_\_\_\_

**Your credit card will be processed immediately for the full amount indicated above.**

## REGISTRATION CANCELLATION POLICY

- ✓ The deadline to receive a full refund for your registration is two weeks before the conference.
- ✓ Cancellations received 14 days or less prior to the conference will be subject to \$50 administrative cancellation fee.
- ✓ Refunds will not be issued for registrants who do not show up to the conference.
- ✓ Cancellation request should be submitted via SGI-USA Portal or directly to the FNCC coordinator at the office where your application was processed.
- ✓ A full refund for cancellation due to an emergency situation will be considered on a case by case basis. Please contact the office that processed your application.

I have read and understand the cancellation policy stated above. (please initial) \_\_\_\_\_

## OFFICE USE ONLY

Notes





# Travel Information

PLEASE DO NOT PURCHASE AIRLINE TICKET UNTIL YOU RECEIVE CONFIRMATION TO ATTEND THE CONFERENCE FROM YOUR LOCAL TERRITORY OR ZONE OFFICE.

All travel information must be submitted 2 weeks prior to the starting date of the conference in order for FNCC to coordinate your ground transportation.

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Name of Conference \_\_\_\_\_

Starting Date of Conference \_\_\_\_\_

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## ARRIVAL INFORMATION *Please print clearly*

I will be traveling to FNCC by (check one)  plane  car  train / bus

Date \_\_\_\_\_ Time \_\_\_\_\_ am / pm

Airline \_\_\_\_\_ Flight # \_\_\_\_\_

Airport (check one)  Ft. Lauderdale Airport  Miami Airport

I'm arriving before Friday. I'd like to meet at the airport to take the shuttle on Friday.

## DEPARTURE INFORMATION *Please print clearly*

I will be departing from FNCC by (check one)  plane  car  train / bus

Date \_\_\_\_\_ Time \_\_\_\_\_ am / pm

Airline \_\_\_\_\_ Flight # \_\_\_\_\_

Airport (check one)  Ft. Lauderdale Airport  Miami Airport

### IMPORTANT TRAVEL INFORMATION

- Complimentary ground transportation is coordinated to/from Ft. Lauderdale (FLL) and Miami (MIA) airports only.
  - Arrival day (Fridays):** Pickups are made at 9 am and between the hours of 12 pm and 6 pm. The Friday evening session will start at 8 pm.
  - Departure day (Mondays):** All shuttle departures are scheduled before 3 pm, when the FNCC campus closes. The last session will end by 11:30 am.
- How to take shuttle to FNCC during designated hours:
  - 9 am:** please meet the driver by 8:45 am as the shuttle will leave promptly at 9 am.
    - Ft. Lauderdale:** Please look for a shuttle driver with "SGI-USA" sign outside the baggage claim area between terminal 2 and 3.
    - Miami:** Please look for a shuttle driver with "SGI-USA" sign at baggage claim carousel #24.
  - 12 pm – 6 pm:** Upon arrival at the airport, please proceed to the baggage claim assigned to your flight, whether you checked in a bag or not. Please retrieve your baggage and look for a staff with SGI tri-color flag/sign near the baggage claim. If you are not met with a staff within 15-20 minutes, please contact the FNCC office.
- If anything changes with your flight/travel schedule on the day of your travel, please notify the FNCC office immediately.
- Those participants arriving outside the designated shuttle hours should be prepared to cover their own cost of ground transportation. One-way shuttle fare arranged by FNCC is \$92 from Miami and \$63.25 from Ft. Lauderdale (includes gratuity).
- [Hawaii/Guam Participants] In order to arrive at FNCC by Friday, we recommend that you depart on Thursday in order to allow sufficient time to travel.

FNCC Office: (866) 677-5100

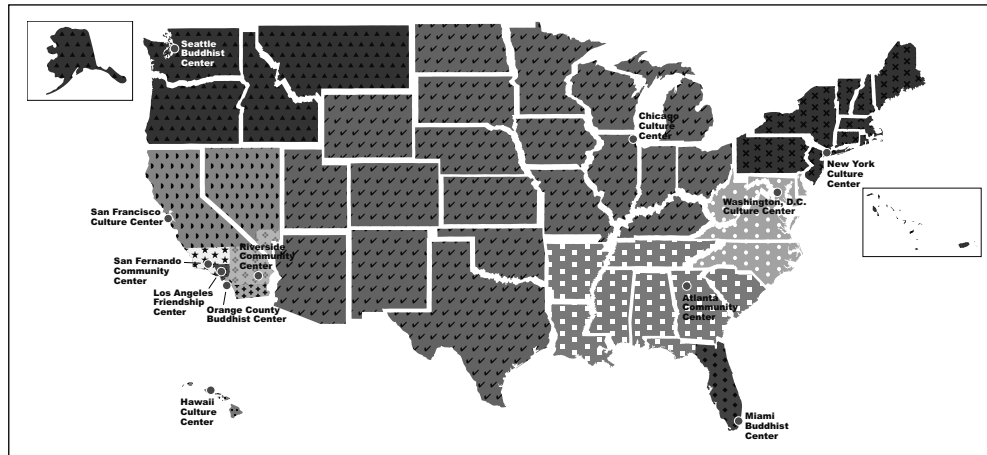
## OFFICE USE ONLY

Notes



## HOW TO APPLY FOR A CONFERENCE

1. Complete pages 1 & 2 of this application form.
2. Confirm your FNCC application processing territory/zone office.



East Territory					Central Territory		
Center	Atlanta	Miami	New York	Washington D.C.	Center	Chicago	
Color on Map	Light Green <input type="checkbox"/>	Hot Pink <input checked="" type="checkbox"/>	Royal Blue <input checked="" type="checkbox"/>	Beige <input type="checkbox"/>	Color on Map	Orange <input checked="" type="checkbox"/>	
Zone	South Zone	Florida Zone & Puerto Rico	New York, New Jersey, Pennsylvania, North Zones + Caribbean Region	Mid-Atlantic Zone	Zone	All Zones	
Email	fncc-atl@sgi-usa.org	fncc-florida@sgi-usa.org	fncc-nycc@sgi-usa.org	fncc-wdco@sgi-usa.org	Email	fncc-central@sgi-usa.org	
Address	421 17th Street Atlanta, GA 30363	3361 S.W. 3rd Ave. Miami, FL 33145	7 East 15th St. New York, NY 10003	3417 Massachusetts Ave. Washington, DC 20007		1455 South Wabash Ave. Chicago, IL 60605	
Phone #	(404) 817-8100	(305) 728-0830	(212) 727-7715	(202) 338-5491	Phone #	(312) 913-1211	
Fax #	(404) 817-8189	(305) 857-3773	(212) 727-7712	(202) 338-5496	Fax #	(312) 913-0988	
West Territory							
Center	Hawaii	Los Angeles	Riverside	San Fernando	San Francisco	Orange County	Seattle
Color on Map	Light Pink <input checked="" type="checkbox"/>	Purple <input checked="" type="checkbox"/>	Pale Green <input checked="" type="checkbox"/>	Cream <input checked="" type="checkbox"/>	Light Blue <input checked="" type="checkbox"/>	Light Purple <input checked="" type="checkbox"/>	Dark Green <input checked="" type="checkbox"/>
Zone	Pacific Zone	LA Pan-Pacific & LA Sunshine Zones	SoCal North Zone	LA North Coast Lion's Roar Zone	Golden Gate Mentor & Disciple, SF Ever Victorious Zones	SoCal West Zone	Pacific Northwest Zone
Email	fncc-hccpacz@sgi-usa.org	fncc-la@sgi-usa.org	fncc-sc@sgi-usa.org	fncc-la@sgi-usa.org	sfcc@sgi-usa.org	fncc-scw@sgi-usa.org	fncc-pnw@sgi-usa.org
Address	2729 Pali Highway Honolulu, HI 96817	5899 Venice Blvd. Los Angeles, CA 90019	1159 Iowa Ave., Suites A-C Riverside, CA 92507	5899 Venice Blvd. Los Angeles, CA 90019	2450 17th St. San Francisco, CA 94110	23002 Moulton Pkwy Laguna Hills, CA 92653	3438 South 148th St. Seattle, WA 98168
Phone #	(808) 595-6324	(323) 965-0025	(951) 683-6133	(323) 965-0025	(415) 255-6007	(949) 238-2003	(206) 244-0268
Fax #	(808) 595-6378	(323) 965-0054	(951) 683-8727	(323) 965-0054	(415) 255-6079	(949) 460-0348	(206) 241-8843

3. Submit application & conference payment together to your processing territory/zone office by mail, fax or drop-off in person. If you prefer to apply online, an electronic application is available on the SGI-USA Membership Portal. Please note that online registration requires that the conference fee be paid by credit card or Paypal.

**[Online Registration]**

1. Log-in to the SGI-USA Portal (<http://portal.sgi-usa.org>).
2. Select "FNCC" on the top menu bar & choose the conference you would like to attend.
3. Select "register" and complete the online registration form.
4. After receiving confirmation of attendance from your territory/zone office, make your travel arrangements to FNCC.
5. Submit your travel information by logging in to your SGI-USA Portal account. Be sure to do so at least two weeks prior to the beginning of the conference.

4. Upon completion of step 3, you will receive a confirmation of attendance from the territory/zone office, if space is available.
5. Coordinate your travel (i.e. flight booking) upon receipt of confirmation of attendance. Complete page 3 with your travel information and fax/mail to the territory/zone office. This information must be received at least 2 weeks prior to the beginning of the conference to ensure the arrangement of ground transportation.
6. Be sure to review & keep travel information noted on page 3 for your travel day.