



National Education Seminar Presented by the
NCMA FREDERICK AND POTOMAC MARYLAND CHAPTERS

Date: April 24, 2012

Duration: 8am-4:00pm Check-in Time: 7:30am

Register Now! Location

Frederick Chapter Web Site – Preferred method using Pay Pal.
http://www.frederickncma.org/ncma_nes/NCMA_NES_Home.htm
 Please e-mail completed form to NCMA-Frederick@comcast.net

The Morningside Inn
 7477 McKaig Road
 Frederick, MD 21701
 (301)898-3920

Regular Mail: NCMA - Frederick Maryland Chapter
 P.O. Box 1688, Frederick, MD 21702

Participant Information - Print Clearly

Name: _____ NCMA Member #: _____
 Title: _____
 Organization: _____
 Address: (W/H) _____ Suite/Apt.# _____
 City: _____ State, Zip: _____
 Phone Work: () - X. Fax: () - _____
 E-mail: _____
 Emergency Contact: _____ EC Phone: _____

Check here if you require special assistance or have special meal requirements

Registration Fees (includes seminar materials and meals)

	Member Price	Non-Member Price	New Member Price
Early-bird Rate (On or Before 2/24/12)	<input type="checkbox"/> 199.00	<input type="checkbox"/> 299.00	<input type="checkbox"/> 325.00
Regular Rate (After 2/24/12)	<input type="checkbox"/> 250.00	<input type="checkbox"/> 350.00	<input type="checkbox"/> 375.00

*Regular 1 year membership is \$125; the \$25 initiation fee is waived if payment completed with this registration.

Payment Method

Check Enclosed: Payable to NCMA Frederick Check No.: _____
 Credit Card - PayPal Master Card Visa Discover American Express
 Total Charge Amount: \$ _____ Address: _____
 State: _____ Zip Code: _____ Country: _____
 Card Number: _____ Exp. Date: _____
 Name on Card: _____ Signature: _____

Payment must be made at the time of registration. NCMA Frederick Maryland Chapter accepts MasterCard, Visa, Discover, American Express and personal/company checks. NCMA Frederick Chapter does not accept purchase orders or requests for invoicing. Space is limited so please plan accordingly. Each individual must complete a separate registration form. RE: Cancellations, Substitutions, and Requests for Refunds - All cancellations, substitutions, and requests for refunds must be submitted in writing. Substitutions are welcome! Registrants who are unable to attend the training must e-mail their cancellation notice to the attention of **NCMA NES registrar** at NCMA-Frederick@comcast.net on or before April 9, 2012 (5:00 PM ET). A \$75 administrative fee will be applied to all cancellations received before April 2, 2012 (5:00 PM ET). No refunds will be issued for cancellations received after April 2, 2012 (5:00 PM ET) unless a formal request is made in writing & approved by the registrar for unique circumstances only. Refunds will not be issued for no-shows. Additional inquiries, please contact the registrar at (240) 439-4662.