

# Registration Information

Please read the following information carefully before completing the registration form.

## Registration Fees:

***\*Note reduced Regular Conference fee for Participants who attend both a Preconference Institute and the Regular Conference.***

### Registration before October 1, 2005:

PRECONFERENCE INSTITUTE: \$250 per Participant  
REGULAR CONFERENCE\*\*: \$300 per Participant  
\*\$250 per Participant IF Participant has also registered for PRECONFERENCE

### Registration between October 1, 2005 and October 14, 2005:

PRECONFERENCE INSTITUTE: \$275 per Participant  
REGULAR CONFERENCE\*\*: \$325 per Participant  
\*\$275 per Participant IF Participant has also registered for PRECONFERENCE

\*\* REGULAR CONFERENCE registration includes Opening Luncheon (Wednesday, October 26, 2005) and Closing Breakfast (Friday, October 28, 2005)

**DO NOT SUBMIT REGISTRATION BY FAX OR MAIL AFTER OCTOBER 14, 2005. AFTER THAT DATE, PARTICIPANTS MUST REGISTER ON-SITE.**

## On-Site Registration:

PRECONFERENCE INSTITUTE: \$325 per Participant (Preconference admission based on availability)  
REGULAR CONFERENCE\*\*: \$375 per Participant (Admission to meals based on availability)

*If you need special assistance or have special dietary needs, please include a description of your need with registration form, and we will accommodate you as best we can.*

## Cancellation:

Cancellation of your registration must be made in writing and postmarked before September 30, 2005, to qualify for a refund. A \$50 administration fee will be withheld for all cancellations. NO REFUND will be made for cancellations postmarked after September 30, 2005. Substitutions are welcomed. Cancellation requests should be mailed to: Region V Conference, PO Box 41100, Dayton, Ohio 45441-0100 or faxed to (937)435-5411. We suggest you follow up any cancellation correspondence with a phone call to 937-435-1113 to confirm receipt.

## Confirmation:

An e-mail address is required on the registration form in order to receive confirmation of registration. All registrants should pick up their conference materials in the registration area outside Exhibit Hall E of the Greater Columbus Convention Center.

## Hotel Information:

Please refer to the back of this booklet for hotel information. We encourage you to register for a room early and to take note of the reservation cut-off date for each facility.

## Questions?:

Contact the Conference Conveners, the Ohio Head Start Association, at 937-435-1113, [regionv@ohsai.org](mailto:regionv@ohsai.org)  
This information is also available at [www.ohsai.org](http://www.ohsai.org)

