New England League of Middle Schools

Middle Level Scheduling Workshop Registration Form

Tuesday, July 25, 2017
NELMS Conference Center
North Andover, MA

The conference hours are 8:30 a.m.–3:00 p.m. Continental breakfast is included.
Please type or print clearly. Please note: A minimum of 10 attendees is required. Space is limited to 25 attendees

School:_____ Contact Person: _____

School Address:_____

City: _____ State: _____ ZIP: _____

Telephone:_____ NELMS Member: ☐ Yes ☐ No

Tuesday, July 25, 2017 at the NELMS Conference Center

Attendee(s)	Title	E-mail Address (required) Confirmations are sent my e-mail only
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please duplicate this form as needed

Total Due $_____

Payment:

Registration is incomplete until registration and payment are received. Payment may be made in one of the following ways:

P.O. Number _____ (please attach a signed copy of the PO to this form) ☐ Check Enclosed

☐ MasterCard ☐ Visa ☐ Discover

Card # ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ Expiration Date: ☐☐/☐☐

Billing ZIP: _____ Security Code (usally a three digit code): _____

Cardholder's Name: _____ Signature:_____

Faxed registration will be accepted only if it contains a credit card number or has a signed purchase order included.

Complete and mail or fax registration form with payment or purchase order to:
NELMS • 50 High Street • Suite 10 • North Andover, MA 01845
Phone: 978-557-9311 • FAX: 978-557-9312

Registration Information

	Early Registration (2 weeks before the event)	Standard Registration
Member/per person	$145	$165
Non-Member/per person	$165	$185
Three or more from same school/same registration form		
Member/per person	$105	$125
Non-member/per person	$125	$145

If you are NOT currently a member of NELMS but wish to join and register at the membership rate, membership payment may be included with your registration. For membership information please visit nelms.org or contact nelms@nelms.org
For registration information contact us at 978-557-9311 or e-mail nelms@nelms.org

NELMS Conference/Event Cancellation Policy

To review NELMS Cancellation Policy please go to http://www.nelms.org/pages/conferences/conferences.html

In compliance with ADA (American Disabilities Act), if you require special assistance while attending this activity please contact NELMS 3 weeks prior to the event.