



**Middle Level Scheduling Workshop  
Registration Form**  
**Tuesday, December 12, 2017**  
**Norton Middle School**  
**Norton, 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, December 12, 2017 at the Norton Middle School**

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

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 (usually 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 <small>(2 weeks before the event)</small>	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

**NELMS Conference/Event Cancellation Policy**  
 Workshop will be cancelled one week prior to event if  
 workshop minimum is NOT reached.  
 In this instance that date would be December 5th.  
 To review NELMS Cancellation Policy please go to  
<http://www.nelms.org/pages/conferences/conferences.html>

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](http://nelms.org) or contact [nelms@nelms.org](mailto:nelms@nelms.org)  
 For registration information contact us at 978-557-9311 or  
 e-mail [nelms@nelms.org](mailto:nelms@nelms.org)

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.