

REGISTRATION INSTRUCTIONS

Registration opens September 1, 2021. Registration closes September 20, 2021. Please submit registrations as early as possible to ensure conference materials will be received prior to the start of the convention.

The event is being held virtually using the Zoom platform. Registration fee is \$10 per person. The schedule of convention events follows.

Registration information is being sent to all members via email through Constant Contact. The roster of eligible delegates and the delegate number will be sent to the Local Unit Presidents. There are two registration categories Delegate and Non-Voting Delegate.

DELEGATE ELIGIBILITY

To qualify as a delegate, a member's dues must be received at the state office by **December 15, 2020**. If you need to verify a prospective delegate's payment status, please contact the state office for confirmation of the member's official join or renewal date.

DELEGATE DESIGNATION

Delegates shall be designated by the local unit; use this link to access the registration form <https://ncrspteh.wufoo.com/forms/ztc8g3h1wqu2zi/>

- **NCRSP State Convention delegates:** One delegate for each 10 members rounded to the nearest whole number; submit a registration form for each NCRSP convention delegate.
Cost: \$10.00 per delegate
- **NCRSP State Convention alternates:** The recommended number equals 10% of the unit's delegate allocation.
Cost: \$10.00 per delegate

FORM SUBMISSION

Complete the 'Delegate/Non Delegate Registration' form using this URL <https://ncrspteh.wufoo.com/forms/ztc8g3h1wqu2zi/>

If you want to register multiple delegates or non-voting delegates submit a registration form for each.

Include a single check from your local unit for **all** registrants.

Include LEGAL Name (First and Last), Member Id, phone number and email address.

PLEASE NOTE: IF YOU HAVE NOT BEEN IDENTIFIED AS A VOTING DELEGATE BY YOUR LOCAL UNIT, REGISTER AS A NON-VOTING DELEGATE.

**NCRSP Annual Convention
SCHEDULE
September 27 – 30, 2021**

	Monday, September 27	Tuesday, September 28	Wednesday, September 29	Thursday, September 30
8 am	Exercise Session		Exercise Session	
10 am	Admin Council	Executive Board Meeting	Workshop	Replay of Award Celebration
Noon	Lunch & Learn			Lunch & Learn
2 pm		Representative Assembly	Representative Assembly	
4 pm	Workshop			
6 pm	Trivia Night	View Award Submissions/Award Celebration	Happy Hour/Musical Event	
8 pm				