


## **Lakamaga Adult Education Conference Registration Information**

- Registration deadline is Friday, July 31, 2009. Space in some workshops is limited, so register early!
- Print and complete the Conference Registration form. Contact your local service center to request a printed registration form, if necessary.
- Payment **MUST ACCOMPANY** your registration.
- Fax your registration with credit card information to (763) 535-7524 or mail your payment to: 5601 Brooklyn Blvd, Brooklyn Center, MN 55429
- Cancellations for a refund will be accepted in writing by mail, e-mail, or fax, until Friday, July 31. **NO** refunds will be issued after Friday, July 31.
- Space is limited in many workshops so if you find that you need to cancel out of a class, even if it is past the cancellation deadline, please contact River Valleys so space can be made available for others interested in the class.
- We limit craft classes to three selections so that more participants are able to take these highly popular workshops. These classes are marked with a scissors, which look like .
- A star symbol ★ indicates those classes required for troop leadership, any activity Beyond the Troop meeting, or service unit position.
- Class time varies so check the schedule to coordinate your choices with the time.
- Indicate first and second choices of workshops on the registration form. We will contact you if there is a problem placing you in your workshop choices.
- You will receive a confirmation statement acknowledging your registration and payment.
- Print Workshop Descriptions as a reminder of the books or supplies you will need to bring. Class supplies will also be listed on your registration confirmation.
- Contact adult development with any questions at 800-845-0787 or [training@girlscoutsrv.org](mailto:training@girlscoutsrv.org).

### **Fees**

The complete conference fee is **\$50** which includes all workshops, meals, accommodations, and entertainment from Friday lunch to Sunday lunch. The Saturday only fee is **\$30** for workshops, meals, and entertainment. No adjustments to fees are made for those not staying overnight at camp, bringing their own food, or not attending the entertainment. Fees are adjusted for trainers and committee members. River Valleys staff will inform these individuals of appropriate fees.

### **Grants**

Grants are available for those registered members of River Valleys who need financial assistance with the conference fees. Grant requests are completed on the conference registration form. A non-refundable deposit of \$5 must accompany each grant request. If a grant is needed, indicate the amount able to pay and the portion of assistance needed in the adult grant request section at the bottom of the registration form.