



Group Registration Instructions

Submission Deadline for Group Registrations is November 26, 2010.

Dear Group Leader,

Please take the time to read through the following instructions so as to best help us in our administrative details and to help your group.

- You must have a **minimum of three (3) persons** to be eligible for the group rate.
- Group rates are as follows, per person:

Registration type	Rate - (Regular rate minus 10%)
Conference	\$112.50
Conference -- Concession rate (student or fixed income)	\$90
Workshops ONLY	\$153
Social Media Bootcamp Workshop ONLY	\$99
Youth Ministry Workshop ONLY	\$54
Conference + both workshops	\$265.50
Conference + both workshops -- Concession rate	\$243
Conference + Social Media Bootcamp	\$211.50
Conference + Social Media Bootcamp -- Concession rate	\$189
Conference + Youth Ministry Workshop	\$166.50
Conference + Youth Ministry Workshop -- Concession rate	\$144

- **CHURCH SPECIAL RATE:** Conference registration for eight (8) people, a table in the marketplace and special mention in the conference program for a total of: **\$800** NB. This price does not include workshops.
- You must use the enclosed registration forms (reproduce as necessary) for each member of your group. Individual payments are acceptable (check or Visa/MasterCard); however, all payments **must be paid in full** and be sent in together with the registration forms and summary sheet. Group registration forms must be **submitted together** and mailed or faxed **with** Group Summary Sheet to:

CAC, Attn: Conference Registration, P.O. Box 12464, Albuquerque, NM 87195-2464.
(Faxes are only acceptable if all registrants are paying with a credit card. Fax to 505-242-9518.)

Note: Packet must be postmarked or faxed by **November 26, 2010.**

- **All** information on the Group Summary Sheet must be completed.

Other Important Information

- We do not allow persons who have already registered as individuals to change their registration to a group registration.
- If you have already registered a group and would like to add additional people to that group, you may do so; however, you may only add registrants to an existing group **once**. These additional registrants must be submitted on group registration forms together with the **group registration addendum** sheet, postmarked (or faxed) by November 26. Be sure to identify the original group leader.
- Confirmation letters will be sent by the CAC to each individual group member.
- If you are in need of assistance, or need clarity on any of this information, please contact Heather Huston at (505) 242-9588 ext. 105, or email her at hhuston@cacradicalgrace.org.



Center for Action and Contemplation

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