The Council for Leaders in Alabama Schools Presents

The 25th Annual CLAS Secretaries Conference

December 5-6, 2017 | Hyatt Regency - Wynfrey Hotel | Birmingham, Alabama

Pre-Registration Deadline: December 1, 2017

Name: ___________________________________________
Job Title: ________________________________________
School: ________________________________________ System: _______
Work Phone: ________________________ Fax: _______________
Email: _________________________________________

Bill To: ________________________________________
Billing Address: __________________________________
Billing City: _______________ State: ____ Zip: __________

Payment: (A valid PO # must be received prior to event.)
☐ Check or PO #: ____________________________ (Payment for valid PO # is required before registration can be processed.)
☐ Visa/MasterCard/Discover (circle type)
Credit Card Number: ____________________________ CVV: ______
Expiration: _______ Cardholder’s Phone: ________________
Cardholder’s Name: __________________________________
Cardholder’s Address: __________________________________
City_____________________ State______ Zip_____________

Signature

Pre-Registration Fee $234.00 or On-Site Registration Fee $294.00
(Registration fee includes all materials, continental breakfast, and closing luncheon)

Please return this form to: CLAS
P.O. Box 428 - Montgomery, AL  36101-0428
Phone: (334) 265-3610 or (800) 239-3616  Fax: (334) 265-3611
Online Registration available at www.clasleaders.org.

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Room Reservations: Call the Wynfrey Hotel 800-233-1234 and ask for the CLAS Secretaries Conference.
$137 single/double or $147 triple/quad rate plus tax, etc.
Room reservations deadline is November 10, 2017. Reservations are subject to availability. Hotel check-in time: 4:00 p.m.
No conference registration refunds granted after November 13, 2017.

Please make copies and distribute to all secretaries, bookkeepers, and administrative support staff.