

# REGISTRATION FORM

## 2009 Municipal Finance Institute

Wednesday, December 2 - Friday, December 4, 2009 • Monterey Conference Center

Registrations Must Be Received By **Tuesday, November 10, 2009**

After this date, please register onsite.

Please enter your name and title as they should appear on your name badge and registration. Please indicate guest/spouse's name if attending (if guest/spouse is not a public or city official). **Please complete one form per registrant:**

Name	Title
Address	
City	Zip Code
Telephone (     )	Fax (     )
E-mail for registrant	
Spouse /Guest Name (additional fees apply)	

**Registration badges must be worn at all times during the conference. It is your meal and events ticket. Single meal tickets will not be available for sale.**

➤ Events include:

- All education sessions and speakers
- Thursday lunch
- Friday breakfast



If you require special accommodations related to facility access, communication and/or diet, please contact our Conference Registrar at (916) 658-8291.

**Payment Information:**

- Visa or MasterCard are welcome when registering online.
- If you need to send a check or money order, please fill out this form and send it along with your payment.

If you have questions, please contact Conference Registration at (916) 658-8291. If paying by check or money order, please mail to:

**League of California Cities**

1400 K Street, 4<sup>th</sup> Floor, Sacramento, California 95814

- **Registration is not complete until full payment is received.**

*NOTE: One day registration is not available*

**Full Conference (Wed thru Fri)**

Finance Directors, City Staff            \_\_\_ @ \$425.00  
All Others                                        \_\_\_ @ \$525.00  
Guest/Spouse (for all food events)\*   \_\_\_ @ \$75.00

TOTAL        \$\_\_\_\_\_

\*Note that it is inadvisable to use city funds to pay for spouse registration. See 75 Cal. Op. Atty. Gen. 20 (1992). Consult with your city attorney for more information.

**NOTE:** All cancellations must be submitted **in writing** and are subject to a \$50 processing fee. No refunds will be given for cancellation requests received after **Friday, November 20, 2009**. Substitutions can be made onsite.