Register online at wichita.edu/KCCEOA
Kansas County Clerks & Election Officials
March 26–30, 2018 • Holiday Inn Wichita East I-35
Register online at wichita.edu/KCCEOA

Name ________________________________________________________________________________________
Name as Printed on Badge ________________________________________________________________________
Date of Birth (for contact hours) __________________________________________________________________
Title _________________________________________________________________________________________
E-mail ________________________________________________________________________________________
Organization __________________________________________________________________________________
Mailing Address _______________________________________________________________________________
Phone _______________________________
License Type _____________________________________ License Number_________________________________
Special accommodations/dietary requests (submit by March 2) ________________________________________

Year 2 Institute Registration (March 26–30)
(includes continental breakfast, four lunches)
Early Registration (on or before March 2, 2018) $490 x _____ person(s) = $_______
Registration (on or after March 3, 2018) $610 x _____ person(s) = $_______

Academy Registration Fee (March 29–30)
(includes continental breakfast, one lunch)
Early Registration (on or before March 2, 2018) $315 x _____ person(s) = $_______
Registration (on or before March 3, 2018) $395 x _____ person(s) = $_______

................................................................................................................................. TOTAL AMOUNT = $_____________

Method of Payment  (not required with registration, see payment section on following page for details)
Cash             Check Purchase Order  Credit Card
□           □           □           □
Credit Card Type: ___________________ (Visa, MasterCard, American Express, Discover)
CC#: _______________________________ Security Code: ____________
Exp Date: ______________
Name as printed on the card ____________________________________________
Signature ____________________________________________________________

Mail completed registration forms to:
2018 Sanborn Institute/Academy, WSU Conference Office, 1845 Fairmount St., Wichita, KS, 67260-0136
E-mail: conference.office@wichita.edu, phone: (316) 978-6493, fax: (316) 978-3064. Make checks payable to Wichita
State University Conference Center. Cancellations must be in writing via e-mail to morgan.barnes@wichita.edu.

See next page for cancellation & payment details.
HOTEL ACCOMMODATIONS: Accommodations should be made directly with the hotel. Identify yourself as being with the “County Clerks” when making your reservations. Hotel reservations cannot be guaranteed after March 2, 2018. Single Rate: $91.00 group rate. If you register your Hotel sleeping room online, use the code “KCO.”

Holiday Inn Wichita East I-35
549 S. Rock Rd
Wichita, Kansas 67207
Phone: 316.686.7131
Fax: 316.681.5099
Toll-free: 888.558.5113

CANCELLATIONS: All conference and IIMC Region VII cancellations must be in writing via e-mail to morgan.barnes@wichita.edu. All cancellations prior to March 16, 2018 will receive a 75% refund, and a 25% administrative fee will be retained by the sponsoring organizations. No refunds will be issued for cancellations received on or after March 17, 2018. Any exception is subject to review by the event policy committee. Substitutions are allowed.

PAYMENT: Payment can be made by credit card, check, money order, or purchase order. Registrations without accompanying payment will be invoiced. Payments not received within 30 days after the event are subject to a 25% late fee. Payments not received within 60 days or more are subject to an additional 25% late fee.

NOTICE OF NONDISCRIMINATION: Wichita State University does not discriminate in its employment practices, educational programs or activities on the basis of age, color, disability, gender, gender expression, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, or status as a veteran. Retaliation against an individual filing or cooperating in a complaint process is also prohibited. Sexual misconduct, relationship violence and stalking are forms of sex discrimination and are prohibited under Title IX of the Education Amendments Act of 1972. Complaints or concerns related to alleged discrimination may be directed to the Director of Equal Opportunity or the Title IX Coordinator, Wichita State University, 1845 Fairmount, Wichita KS 67260-0138; telephone (316) 978-3187.