

Registration Information

The fee for this day-long workshop is \$300, and includes handouts, refreshments and lunch.

Register soon, seating limited!

Cancellations received after January 15 will be assessed a \$50 administrative fee. No refunds will be made for cancellations received less than 24 hours before the workshop. If the registered person cannot attend, substitutions are permitted.

Date and time: Friday, January 22, 2010, 8:30 am - 3:30 pm

Location: Public Affairs Center, Conference Room C/D, First Floor,
University of Illinois Springfield, One University Plaza, Springfield, IL.

Contact information:

Meghan Harmon
Institute for Legal, Legislative and Policy Studies
University of Illinois Springfield
One University Plaza, MS PAC 451
Springfield, IL 62703-5407

Phone: (217) 206-7990 • Fax: (217) 206-7397
Email: mharm02s@uis.edu • Website: cspl.uis.edu/illaps/training

How to Register

You can register for the seminar in four ways



By Mail. Complete and send the attached registration form, along with your check or voucher, to Meghan Harmon at the above address. *(If mailing, it is strongly recommended that you contact by phone, fax, or email to ensure availability.)*



*** By Phone.** You can reserve your place by calling Meghan Harmon at (217) 206-7790.



*** By Fax.** Complete the attached registration form and fax it to (217) 206-7397, attention: Meghan Harmon.



*** By E-mail.** You can reserve your place by sending your name, address, and phone number to: mharm02s@uis.edu.

*** Check or voucher should follow immediately.**

Registration Form

YES! Reserve my place for *The Illinois Legislative Process: One Step at a Time* Workshop in Springfield, Friday, January 22, 2010.

Fee: \$300 **Check one:** ☐ Credit Card
 ☐ Check enclosed
 ☐ Voucher enclosed

Make checks payable to University of Illinois Springfield

Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Credit Card Payment: ☐ Visa ☐ MasterCard ☐ Discover

Card #: _____ Exp.: _____

Signature: _____

**For more information, contact Meghan Harmon at
(217) 206-7990, fax (217) 206-7397,
or email mharm02s@uis.edu.**

**Send registration form to the address on the reverse side
along with your check or voucher.**

**University of Illinois Springfield ensures accessibility
to handicapped participants. Please indicate any need for
special services or dietary considerations below.**