



"PBI Summit: Program Sustainability & New Staff Development"

November 1-4, 2016

Crowne Plaza Atlanta Airport

1325 Virginia Avenue, Atlanta, GA 30344

All attendees must complete the online registration form found on the www.meiconferences.com website.
All mailed payments must be accompanied by a printed copy of this document.

| REGISTRATION FORM | | | | | |
|--|--|-----------------------------|-------------------|----------------------------------|--------------------------------------|
| FIRST NAME: | | | LAST NAME: | | |
| TITLE: | | INSTITUTION: | | PBI PROGRAM | |
| ZIP CODE: | | CITY: | | STATE: | |
| E-MAIL ADDRESS: | | OFFICE PHONE NUMBER: | | PLEASE CHECK WHICH GRANT: | COMPETITIVE FORMULA |
| ARE YOU INTERESTED IN INFORMATION ON OUR UPCOMING PBI PROPOSAL WRITING WORKSHOPS (2015)? | | YES | NO | YEARS IN PBI: | START DATE: MONTH/YEAR |
| <p align="center">REGISTRATION FEE</p> <p align="center">Registration fee includes the cost of conference materials, workshops, and excellent networking opportunities.</p> | | | | | |
| IF YOU REQUIRE SPECIAL ACCOMMODATIONS OR HAVE SPECIAL DIETARY NEEDS, PLEASE SPECIFY: | | | | | |
| <p>Mail Registration and Payment to: MEI Conference Registration</p> <p align="center"> Minority Education Initiative P.O. Box 366392 Atlanta, GA 30336 Phone: 404-889-6577/ Email: meiconferences@hotmail.com </p> | | | | | |
| <p>Make Checks or Purchase Orders payable to:</p> <p align="center">Minority Education Initiative. Federal Tax ID# 46-2218651</p> | | | | | |

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RATES

PLEASE CHECK OPTION SLECTED



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|--|---|-----------|--|
| Regular Registration: August 1, 2016 – October 15, 2016 | PBI SUMMIT: Program Sustainability Workshop (ONLY) | \$499.00 | |
| | New Staff Development Workshop (ONLY) | \$199.00 | |
| | PBI SUMMIT: PBI Program Sustainability & New Staff Development Workshop | \$599.00 | |
| New Staff Development Workshop: The New Staff Development Workshop is ONLY for newly-funded PBI FORMULA GRANTEES. The PBI SUMMIT: Program Compliance & Sustainability Workshop is open to ALL PBI GRANTEES. | | | |
| Group Discount: \$50 Discount per attendee will be extended to programs that register multiple attendees. Discount only applies to registrations completed during "Regular Registration" period. | | | |
| | | | |
| Late Registration: October 16, 2016 – November 1, 2016 | PBI SUMMIT: Program Sustainability Workshop (ONLY) | \$600.00 | |
| | New Staff Development Workshop (ONLY) | \$3000.00 | |
| | PBI SUMMIT: PBI Program Sustainability & New Staff Development Workshop | \$750.00 | |
| TOTAL AMOUNT ENCLOSED: (PLEASE ENCLOSE REGISTRATION FORM WITH PAYMENT) | | | |
| Registration Policy: All registration forms must be postmarked by the deadlines to receive the selected registration rates. | | | |
| Cancellation/Refund Policy: A full refund will be made if a written or e-mail request is received no later than October 1, 2016 . A 50% processing fee will be assessed for refund request received after October 1, 2016. All refunds will be made after the conference. | | | |
| Note: Payments can be made online or mailed. | | | |
| For Office Use: Pmt/ Amt. _____ Pmt Date _____ Check# _____ PO# _____ | | | |

Over-Flow HOTEL INFORMATION

Holiday Inn & Suites Atlanta Airport North®

1380 Virginia Avenue, Atlanta, GA 30344

Tel: 404-669-1208 Fax: 404-669-1209 Cell: 404-421-7538

www.hiatlantaaairport.com

When making reservation please indicate you are with: the **Minority Education Initiative**

Room Rates: **Double \$98.00 + *tax per night, King \$98.00 + *tax per night**, *Rates are subject to a 13% sales tax.

Check-in Time: 3:00 PM

Check-out Time: 12:00 AM

The host hotel is SOLD OUT. An over-flow hotel located directly across the street has been identified. We recommend that you reserve your room as soon as possible, space is limited. To receive the special reduced conference rate; you must call hotel directly and book a room with the **Minority Education Initiative ROOM BLOCK**. Reservations must be made by **October 26, 2016**.

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