**Montana District Key Club**

**Youth Conference**

**November 7-9, 2021**

**Youth Conference**

**Club Registration**

### 



# **This section Includes:**

* Club Registration Packet & Room List
* Montana District Youth Conference Checklist

**Please mail all forms and nominations to:**

Montana District of Key Club International

c/o Valerie Pachl

20 South Center

Miles City, MT 59301

Email: vpachl96@gmail.com

**CLUB REGISTRATION FORM**

**Name of Club:**

**Please complete the following information for the *advisor or adult responsible* for receiving receipts, conformations, and answering questions concerning your registration.**

**Name**: **Position**:

**Address:**  **City:** **Zip:**

**Phone**: **E-mail**:

Indicate on the rooming list form the rooming assignments of those attending convention.

**PLEASE COMPLETE THE SECTION BELOW (after first reading the notes)**

1. Number of registrants to be placed four (4) to a room x $125 = $
2. Number of registrants to be placed three (3) to a room x $130 = $
3. Number of registrants to be placed two (2) to a room x $140 = $
4. Number of registrants to be placed one (1) to a room x $260 = $
5. Number of District Board members (don’t include above) x $50 = $

(H) Other (i.e. Bus Driver) X $240 =$

**Total amount being sent = A + B + C + D + E =$**

**PLEASE MAKE CHECKS PAYABLE TO MONTANA DISTRICT KEY CLUB (NO CASH PLEASE).**

NOTES:

* + Chaperones and advisors please be sure you have added a room for yourself in the above table. Please specify whether you wish to be placed either 1 or 2 to a room.
  + If you have less than 4 Key Clubbers to a room, but wish to pay the lower rate, register those 4 to a room and we will fill the room for you. Please advise these Key Clubbers that they may have to be moved to another club’s room in order to accomplish this. *If you have 3 to a room, in this circumstance, please designate the Key Clubber who would be most willing to move. We do not guarantee that all will be in the same room.*
  + Any questions, please Contact Valerie Pachl 406-234-4920 ext. 266

I am aware that there must be a chaperone with our club upon arrival AND throughout the entire convention. I have read and agree to comply with the refund policy and all other terms regarding registration.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021 by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Faculty Advisor)

**Montana District Key Club**

**2021 Youth Conference Registration Rooming List**

*Please type or print all information to ensure accurate registration of individuals.*

*Please make additional copies of this for if needed to complete your registration.*

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| **Rm.** | **First Name**  (To be printed on Badge) | **Last Name**  (To be printed on Badge) |  | **Office Held** | | **Gender** | **Room Type** | **Check One** | |
| **Old** | **New** | **Q/T/D/S** | **Student** | **Adult** |
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* **Office held: please use “old” for outgoing officers and “new” for incoming.**
* **Room type: Q for quad; T for triple; D for double; S for single**

**2021 Youth Conference Convention Checklist**

**A step-by-step list of everything you need to register for YC**

\_\_\_\_\_\_Look over everything and make sure you understand

\_\_\_\_\_\_Collect Individual Registration and Medical Release forms from members attending

(including district board members)

\_\_\_\_\_\_Look over all the forms and make sure all information and signatures are present.

\_\_\_\_\_\_Make your rooming assignments, with four people per room, on the rooming

assignment sheet.

\_\_\_\_\_\_Complete club registration form

\_\_\_\_\_\_Send Individual Registration forms, Medical Release, Paid-Member checklist, and Club Registrations

\_\_\_\_\_\_\_\_Bus Drivers may stay at a different hotel if they wish or, you may include them with the club registration forms. If they do not participate in the convention (meals, etc.), the cost will be $240. Enter under part H – Other, and on the rooming list.

**\*\*\*Registration and Payment to Valerie Pachl**  **by October 13th.**

Valerie Pachl

20 N Center St

Miles City, MT 59301

**\*\*\*We CANNOT Guarantee ANYONE Rooms on Registrations Received AFTER**

**October 18th\*\*\***

**\*\*Remember, rooms will be assigned on a first come, first serve basis.**