



CCAC Southern Division
2009 "NUTS & BOLTS" Workshop

Registration Form

Workshop begins: Thursday, October 8, 2009, 8:30 a.m.
Workshop ends: Friday, October 9, 2009, 1:30 p.m.

Brea Community Center, 695 E. Madison Way, Brea, CA
Embassy Suites Hotel, 900 E. Birch Street, Brea, CA
Hotel is across the street from the Brea Community Center.
Free parking is available at both locations.

PLEASE COPY THIS FORM AND COMPLETE A SEPARATE FORM FOR EACH PARTICIPANT

NAME: _____ TITLE: _____

CITY/ORGANIZATION: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____ E-MAIL ADDRESS: _____

TELEPHONE: _____ FAX: _____ CCAC MEMBER? Y/N _____

Have you attended Southern Division Nuts & Bolts before? Y/N _____ If yes, when? _____
Please note, preference will be given to people who have not attended in the past.

The cost is \$170 for CCAC Members and \$195 for Non-members.

Make Checks Payable to CCAC. Fees are non-refundable.

Registration includes workshop, materials, breakfast Thursday morning,
and lunch on Thursday and Friday. If you are staying at the Embassy
Suites Hotel, breakfast will be provided by the hotel.

Hotel registration must be made directly with the Embassy Suites Hotel. You can register on-line at:

<http://embassysuites.hilton.com/en/es/groups/personalized/LAXBRES-XCC-20091004/index.ihtml>.

The group rate is \$155 per night. The deadline to register for the group rate is September 16th or until the block is full, whichever is sooner. The Group Code is XCC. If you need help or have questions regarding hotel reservations, please contact Lisa Kotlar at the Embassy Suites Hotel at (714) 990-6000.

PLEASE BRING A 3" THREE-RING BINDER TO THE WORKSHOP TO ACCOMMODATE PRINTED MATERIALS.

CREDITS: Those completing the workshop will receive 6 points toward CMC certification for attendance at an IIMC recognized Municipal Clerks Institute. Attendance at all sessions is mandatory to receive credit.

The registration deadline is SEPTEMBER 11TH. Please mail Registration Form with payment to:

Lisa Pope, City Clerk, City of Malibu, 23815 Stuart Ranch Road, Malibu, CA, 90265

To reserve your space, fax this form today to (310) 456-2760 and mail the original with your payment.