**Phi Theta Kappa: Iowa Region Spring Convention**

**February 27-28, 2020**

**Location:** West Des Moines Marriott, 1250 Jordan Creek Pkwy, West Des Moines, IA 50266

**Phone Number:**(515)267-1500

The registration fee is $65.00 per person which includes all conference materials, dinner on Thursday, breakfast and lunch on Friday, and a fall 2019 regional t-shirt.***Registration does not include hotel accommodations.*** Reservations can be made at: **(515) 267-1500** please reserve in advance as space is limited.

**Chapter Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Advisor**: \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

**College**: \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone #**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attending**: Members X $65 =\_\_\_\_\_\_\_\_

Advisors       X $65 = \_\_\_\_\_\_\_\_

Alumni       X $35 = \_\_\_\_\_\_\_\_

Guests       X $65 = \_\_\_\_\_\_\_\_

Additional T-Shirts (Not Attendees) \_\_\_\_\_X $10 = \_\_\_\_\_\_\_\_

Additional T-Shirts 2XL-5XL \_\_\_\_\_X $13 = \_\_\_\_\_\_\_\_

**Total # of Attendees** \_\_\_\_\_\_

**Total** = $\_\_\_\_\_\_\_

**Payment for registration can be made as follows:**

**\_\_\_\_\_\_** I will pay the registration fee for my chapter at the registration table.

**\_\_\_\_\_\_** I will send a **College-issued check payable to Iowa Region Phi Theta Kappa** to the address below prior to the conference date and bring a copy of proof of payment to the reg table at the conference.

**PTK Honor Society**

**Attn: Vickie Embry**

**Senior Accountant**

**1625 Eastover Drive**

**Jackson, MS 39211**

**REGISTRATION FEES ARE NON-REFUNDABLE.** Once your Chapter’s registration for the 2020 Iowa Region Spring Convention has been received the Iowa Region is responsible for ordering materials and food.

Due to this, registration cannot be refunded; however, attendee substitutions can be made.

**Do you wish to reserve a table at marketplace? Yes\_\_\_\_ No\_\_\_\_**

If **yes,** what will you be selling? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fundraising opportunities for chapters will be available at marketplace, with prior requests. Please note that **there is no credit card purchasing service available** for the purchase of the items at marketplace. **Please bring cash** or check to purchase items. Our keynote speaker will have **books available for purchase.**

Please fill out this form with all required information and return to [**sima.dabir@witcc.edu**](mailto:sima.dabir@witcc.edu)

**no later than Friday, February 21st, 2020** in order to ensure the appropriate number of all materials.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name of Attendee:** | **Position in Chapter:** | **T-Shirt Size:** | **Special Accommodations and Dietary Restrictions:** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |
| 7. |  |  |  |  |
| 8. |  |  |  |  |
| 9. |  |  |  |  |
| 10. |  |  |  |  |
|  | **Additional T-Shirt Orders:** |  | **Size:** |  |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

An attendee’s **included t-shirt** can be selected from the following sizes: S, M, L, XL, 2XL, 3XL,4XL, 5XL.

You may also order **additional t-shirts** for an extra cost of $10 for shirts size S-XL and $13 for 2XL-5XL

**To help reduce costs** for individual chapters please consider booking hotel rooms for four students

or two advisors. **If your chapter needs sharing a room or has additional space in their room,**

**please fill out the information below:**

|  |  |  |
| --- | --- | --- |
|  | **In Need of Space For:** | **Has Additional Space For:** |
| **Female Student** | 1\_\_\_\_\_2\_\_\_\_\_3\_\_\_\_\_ | 1\_\_\_\_\_2\_\_\_\_\_3\_\_\_\_\_ |
| **Male Student** | 1\_\_\_\_\_2\_\_\_\_\_3\_\_\_\_\_ | 1\_\_\_\_\_2\_\_\_\_\_3\_\_\_\_\_ |
| **Female Advisor** | 1\_\_\_\_\_ | 1\_\_\_\_\_ |
| **Male Advisor** | 1\_\_\_\_\_ | 1\_\_\_\_\_ |

The Iowa Regional Officers or Coordinator will contact Chapters in reference to space available on

February 21st. **Please have your registration form in NO later than February 2O, 2020 at 5pm**

if you wish to have assistance with connecting Chapters for reduced rates.