

TEXAS MUNICIPAL COURTS EDUCATION CENTER
FY17 REGISTRATION FORM:

Teen Court Planning Seminar

Conference Date: April 10-11, 2017

Conference Site: Georgetown Municipal Court (Day 1) & Comfort Suites Georgetown (Day 2)

Check One:

- Non-Attorney Judge
- Attorney Judge not-seeking CLE credit
- Attorney Judge seeking CLE credit

- Clerk
- Juvenile Case Manager

Note: There is no registration, housing, or CLE fee for this program.

Name (*please print legibly*): Last Name: _____ First Name: _____ MI: _____
Names you prefer to be called (if different): _____ Female/Male: _____
Position held: _____ Date appointed/hired/elected: _____
Emergency contact: _____

HOUSING INFORMATION

TMCEC will make all hotel reservations from the information you provide on this form. To share with a specific seminar participant, you must indicate that person's name on this form. **Housing available for 1 night, April 10th.**

- I request a private room. TMCEC can only guarantee a private room, type of room (queen, king or 2 double beds*) is dependent on hotels availability. Special Request: _____
- I request a room shared with a seminar participant. Room will have 2 double beds. TMCEC will assign roommate **OR** you may request a roommate by entering seminar participant's name here: _____
- I do not need a room at the seminar.

*If you bring a companion with you to stay in the hotel, the hotel reserves the right to charge an additional fee.

Municipal Court of: _____ Email Address: _____
Court Mailing Address: _____ City: _____ Zip: _____
Office Telephone #: _____ Court #: _____ Fax: _____
Primary City Served: _____ Other Cities Served: _____

STATUS (*Check all that apply*):

- Full Time Part Time Court Clerk/Deputy Clerk
- Court Administrator Other _____

I have read and accepted the cancelation policy, which is outlined in full on pages 10-11 of the Academic Catalog and under the Registration section of the website, www.tmcec.com. **Registration shall be confirmed only upon receipt of the registration form.**

Participant Signature (may only be signed by participant)

Date

Please return completed form with payment to TMCEC at 2210 Hancock Drive, Austin, TX 78756, or fax to 512.435.6118.