



2024 NCCDA & PHRANC Annual Spring Training Conference  
Attendee Registration Form



**Registration Type:**

- Conference Registration NCCDA/PHRANC Member - Early Bird (prior to May 3): \$350
- Conference Registration Non-member - Early Bird (prior to May 3): \$400
- Conference Registration NCCDA/PHRANC Member – Regular Rate (after May 3): \$400
- Conference Registration Non-member – Regular Rate (after May 3): \$450
- Conference Registration Retiree/Student - \$75
- Thursday-only Registration available for Sponsors only - \$225
- Conference Registration for Attendee included with Sponsorship - \$0

Name		
Job Title		
Organization		
Street Address		
City	State	Zip Code
Email		
Phone		
Are you a member of: <input type="radio"/> NCCDA <input type="radio"/> PHRANC <input type="radio"/> BOTH <input type="radio"/> NEITHER		
This will be my first time attending a NCCDA/PHRANC conference: <input type="radio"/> Yes <input type="radio"/> No		
The following are included in your registration. Please select the ones you will attend: <input type="checkbox"/> Welcome Reception – Wednesday evening <input type="checkbox"/> Thursday – Continental Breakfast <input type="checkbox"/> Thursday – Lunch with Keynote Speaker & NCCDA Business Meeting <input type="checkbox"/> Friday – Continental Breakfast & PHRANC Business Meeting <input type="checkbox"/> None of these		
Any Dietary Restrictions:		
I have been working in the community development field for less than 2 years: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Registration for Local Projects Tour by Bus ( <i>max capacity: 60 people</i> ): <input type="checkbox"/> Yes <input type="checkbox"/> No		



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Register for the Work Write Up and Inspections Class that is all day Thursday and Friday morning. *Note: this class is limited to the first 15 registrants.*

- Yes  
 No

Emergency Contact Name & Number:

To sign up to take the **PHRANC exam**, register and pay directly to Nikki Quick at 980-236-0979 or [nikki@rebuildingtogetherclt.org](mailto:nikki@rebuildingtogetherclt.org).

**NCHF Friday has a free, add-on training session** at the conclusion of the conference. You must register directly with them if you'd like to join. Lunch will be provided.

**NCCDA and PHRANC Annual Spring Training Cancellations and Attendee Substitute Policy:**

If you need to cancel a single registration before April 22, 2024 at 5pm, you will be refunded, minus a \$50 fee. If you need to cancel a single registration after April 22, 2024 and prior to May 21, 2024 at 5pm, you will be refunded, minus a \$100 fee.

For attendee substitutions, please send requests via email no later than May 15 with all new attendee information. Requests for attendee substitutes after May 15 will incur a \$50 fee.

All requests must be sent by email to: [conferenceassistnc@gmail.com](mailto:conferenceassistnc@gmail.com)

Note that hotel cancellation is between the registrant and hotel.

- I've read and understand the cancellation and substitute registrant policy.

Add meal ticket(s) for **guests**:

- Wednesday Reception \$25/each  
 Thursday Luncheon: \$30/each

Total Due: \$

Payment Type:  check by mail       invoice me to pay by credit card

**Mail check to:**

NCCDA  
P. O. Box 1851  
Wilson, NC 27894

Note: **Payment must be received in full prior to May 3, 2024 to receive the early bird rate.**

Contact the Conference Assistant at [conferenceassistnc@gmail.com](mailto:conferenceassistnc@gmail.com) or 910-995-7557 for registration assistance.