

PLEASE READ

NJMCA - Registration
P.O. Box 3000
Somerville, NJ 08876
Attn: Paul McCall

Attached are the registration forms for the upcoming conference. We made a few changes this year to the wording of the functions. Following is a description of each and what they include:

Full Registration – **Coffee Breaks between Sessions
Awards Presentation, Banquet, Silent Auction and Photo Salon
Evening Business Meetings Including Food and Beverages**

*Meeting Only -
(One Day or
Three Day)* **Coffee Breaks between Sessions ONLY**

Awards Presentation Only - **Awards Presentation, Banquet, Silent Auction and Photo Salon ONLY**

Full Time Student One Day - **Coffee Breaks between Sessions ONLY**

*Full Time Student -
(Full Registration)* **Coffee Breaks between Sessions
Awards Presentation, Banquet, Silent Auction and Photo Salon
Evening Business Meetings Including Food and Beverages**

Companion - **Coffee Breaks between Sessions
Awards Presentation, Banquet, Silent Auction and Photo Salon
Evening Business Meetings Including Food and Beverages**

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The excel spreadsheet has two worksheets **electronic registration and a printable version.**

The electronic version is to be filled out and emailed back. You can print it out on 8 ½ x 14 paper to hand in for approval. The header with the dates of the conference and the footer with the billing information will be on the print out.

The printable version is to be printed and filled out by hand. Then you can mail it out to the address listed at the bottom to register.

It is highly recommended that you use the electronic version.

It would be much appreciated if you could email me your electronic registration as soon as possible. At a later date you can mail your purchase order or check.

The electronic version is password protected. When you first try to type into the box a window will come up requesting the password, enter [njmca](#) and it will unprotect the form. If you do not have Office 2003, you probably will not be able to do this and will have to fill it out by hand and fax or mail it in.

If you have any questions please feel free to contact me. Thank you.

Paul McCall
Somerset County
Supervisor of Roads and Bridges
908-541-5018
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