

# ► REGISTRATION FORM

# FALL 2014

## Arkansas Reading Recovery & K-8 Comprehensive Literacy Conference, Oct. 27-28, 2014 • Little Rock Marriott Hotel • Little Rock, AR

Registrations must be received by October 17, 2014. Registrations received by this deadline will be preregistered and will receive an email confirmation. All participants will need to check in at the registration desk. Have questions? Please contact Tara Haynes at (501) 683-7343 or tchaynes@ualr.edu. Continental breakfast will be served each morning. Coffee, ice tea, and water will be available throughout the day. Participants are on their own for lunch and dinner.

**One registration per form. Type or print clearly. Make a copy of the registration form for your records.**

Name \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email (required) \_\_\_\_\_

Primary Professional Role:    Administrator    Coach    Classroom Teacher    Reading Recovery    Other

### FEES (Please mark all that apply to you.)

Full Conference                      \$300.00

Monday                                \$175.00

Tuesday                               \$175.00

**TOTAL FEE ENCLOSED**    \$ \_\_\_\_\_

### Payment Information

#### METHOD OF PAYMENT:

Check# \_\_\_\_\_ (payable to: UALR Center for Literacy)

PO# \_\_\_\_\_

CC (Visa, MC, or DS only – complete information below)

CC # \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_

**Note:** Refunds will be given if written notice is postmarked, emailed, or faxed by October 10, 2014. There will be a \$50 cancellation fee. No shows or cancellations after October 10, 2014, will be invoiced the full amount. Substitutions may be made at any time. Payment is due by October 24, 2014. A \$50 late fee will be assessed for all PO's unpaid as of December 1, 2014. On-site registration will be available.

#### Return completed form and payment to:

UALR Center for Literacy, Attn: Tara Haynes, 2801 So University Avenue, Little Rock, AR 72204 or fax to 501-569-8516.

### HOTEL INFORMATION

#### THE LITTLE ROCK MARRIOTT HOTEL

\$154 Single/Double Occupancy • \$164 Triple Occupancy • \$174 Quadruple Occupancy

For reservations, please call the hotel directly at (501) 906-4000 and ask for the Reading Recovery Conference rate. Group rates are available until 5:00pm Central Time on Friday, September 26, 2014. Reservations will be accepted after this date based upon availability.

Hotel offers a complimentary airport shuttle. Please contact the hotel directly for additional information (501) 906-4000.



UNIVERSITY OF ARKANSAS  
AT LITTLE ROCK