



# CLERKS OF COURT CONFERENCE REGISTRATION FORM

## May 13-15, 2015 – Sheraton Music City, Nashville, TN

**Please register the following people for the **MAY** conference.  
The hotel reservation & conference nametags will be made using the names listed below.**

| <b><u>NAME</u></b><br>(Last Name, First Name) | <b><u>TITLE</u></b><br>(If titles are <b><u>NOT</u></b> included, this form<br>will be returned & will delay your<br>registration.) | <b><u>ROOMMATES</u></b><br>(Roommates are <b><u>required</u></b> for<br>deputies. This information <b><u>must</u></b> be<br>listed to process the registration.) |
|---|---|--|
| 1.  |   |  |
| 2.  |   |  |
| 3.  |   |  |
| 4.  |   |  |
| 5.  |   |  |
| 6.  |   |  |
| 7.  |   |  |
| 8.  |   |  |

Forms not completed in their entirety will be returned to your office and delay your registration. Your clerk official **MUST sign this form below**. All deputy clerks must have a roommate listed above. Elected officials are not required to list a roommate. If you are borrowing from another office in your county, or have special instructions, please include this information in the **NOTES** section below. If you fax in your registration form, please retain a fax confirmation for your records.

NOTES:

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If you require an accommodation and/or have special needs because of a qualified disability, are borrowing space from another office, requesting to attend a conference furthest from your county, have questions or need additional information, please contact Caitlin Goellnitz at (615) 741-2687.

**I have read the registration materials enclosed with this registration form and fully understand the restrictions placed upon the reimbursement of expenses.**

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**REQUIRED (Official Clerk Signature) (County) (Title)**

THE TOTAL NUMBER, INCLUDING MYSELF, EMPLOYED IN MY OFFICE IS \_\_\_\_\_.

**Please contact Caitlin Goellnitz if you have not received a confirmation of your office's attendance by **Tuesday, April 21, 2015.****