



# Registration Form

Virginia School Plant Managers Association  
3<sup>rd</sup> Annual Conference

October 17 – 20, 2010

Sheraton Roanoke Hotel and Conference Center

## Attendee Information:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Educational Institution: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Planned Arrival Date: \_\_\_\_\_

Payment: Please make your check payable to VSPMA. Check Number: \_\_\_\_\_

## Cost is \$99 per person.

Registration fee includes one-year VSPMA membership and six meals during the conference.

### Mail your completed Registration Form with your payment by check to:

VSPMA  
c/o Cheryl J. Moss  
9800 Krause Road  
Chesterfield, Virginia 23832

**Registration Confirmation:** You will receive an email notifying you that your registration form and check have been received, and that your registration is complete.

## Planning to bring a guest?

You may bring guests (those not attending breakout sessions) to the following event:

- Tuesday – Banquet and Evening Session

Total # of Guests \_\_\_\_\_ Total Payment (\$60.00 per guest) \$ \_\_\_\_\_

Please include payment for all guest meals as an addition to your registration payment check.

## Registration Questions?

Please contact VSPMA's Cheryl Moss at [cheryl\\_moss@ccpsnet.net](mailto:cheryl_moss@ccpsnet.net) or 1-804-748-1214.