

WOMEN CAN DO! 2009

BILLING FORM

DEADLINE FOR REGISTRATION: **TUESDAY, OCTOBER 6th 2009**

All signed, original (not faxed) forms must be received by Vermont Works for Women by this date.

Each school must submit together in one envelope:

- **ONE billing form**
- **A completed registration and release form for each student and chaperone attending**
- **A check or purchase order for all fees combined (\$15/person, for students & chaperones)**

REGISTRATIONS WILL NOT BE PROCESSED WITHOUT A CHECK OR PO.

School Responsible for Payment: _____

School address: _____

Town _____ State _____ Zip _____

Primary contact person at the school for this conference:

Name: _____ Position: _____

Phone: _____ Email: _____

Please list the names of all STUDENTS and CHAPERONES who will be attending: Each student and chaperone must have a signed, original registration and release form submitted to VWW by October 7th. Please be sure to share the "Expectations for Chaperones" sheet with your school chaperones.

You may ONLY bring the number of students that your school registers! It is permissible to substitute students, but they must attend previously chosen workshops and they must submit original registration and release forms signed by a parent/guardian in order to participate in conference activities.

STUDENTS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

CHAPERONES

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

If you have more people than this, please list them on an attached sheet.

PAYMENT METHOD - Please check one:

___ **CHECK**

Registration fees are enclosed: \$15.00 per participant, **both students and chaperones**. Make check payable to **Vermont Works for Women**. These fees help us cover the cost of breakfast, lunch and conference supplies.

___ **PURCHASE ORDER**

Please invoice us using this Purchase Order #: _____
\$15.00 per participant for **students and chaperones**.

*When all forms are complete, mail them all together (we will **NOT** accept faxes) to:*

Vermont Works for Women
32 A Malletts Bay Ave., Winooski, VT 05404
For more info call (802) 655-8900 x 105