

REGION 12 CONVENTION 2010

REGISTRATION TRANSMITTAL FORM

**DEADLINE: MARCH 1, 2010**



**CHORUS NAME:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

Number of Tickets Ordered:

_____ Member All-Events Tickets- <u>orders received by 3/1/10</u>	@\$65.00	_____
_____ Member All-Events Tickets- <u>orders received after 3/1/10</u>	@\$70.00	_____
_____ Guest All-Events Tickets	@\$65.00	_____
_____ Guest Single Events Tickets-Quartet Contest	@\$35.00	_____
_____ Guest Single Events Tickets-Chorus Contest	@\$35.00	_____
_____ VIPs: All Events Tickets – CC, CRC, OPL Site Coordinator	@ Comp	Comp _____
_____ HOW Winners: All Events Tickets	@ Comp	Comp _____
_____ Youth (12-25 years) Members & Guests All Events Tickets	@\$30.00	_____
_____ Youth (12-25 years) Single Tickets-Quartet Contest	@\$20.00	_____
_____ Youth (12-25 years) Single Tickets-Chorus Contest	@\$20.00	_____
_____ Chaperone (non-member) All Events Tickets	@\$35.00	_____
_____ Child (under 12 years) Members & Guests All Events Tickets	@\$25.00	_____
_____ Child (under 12 years) Single Tickets-Quartet Contest	@\$15.00	_____
_____ Child (Under 12 years) Single Tickets-Chorus Contest	@\$15.00	_____
_____ Days Late (Based on Postmark) Chorus Submission	@\$20.00	_____
	Per Day	_____
	TOTAL \$	_____

**ALL LISTS MUST BE COMPUTER GENERATED ON EXCEL SPREADSHEET. LISTS WILL BE RETURNED IF NOT COMPUTER GENERATED AND SUBMITTED VIA EMAIL.**

**SUBMITTED BY:** Name \_\_\_\_\_

Address \_\_\_\_\_

City/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Email \_\_\_\_\_

**See Second Page for Instructions**

## **INSTRUCTIONS:**

1. Submit **one chorus check** for total amount, **payable to REGION 12 CONVENTION.**
2. Keep one copy of each list for your files. **Email a copy of the Excel Spreadsheet file of the event registration list, and mail this transmittal form with check to:**  
Alison Regalia  
174 Hearst Avenue  
San Francisco, CA 94131  
415/587-0235 (home)  
baregalia@gmail.com
3. Be sure to use the correct columns for members and guests, so they can be clearly identified and be sure to type each name exactly as it should appear on the badge. **Do not enter the ticket price in the column** designating the type of ticket being bought by an individual; **just enter the number "1"** and the formulas contained in the Excel Spreadsheet will automatically determine the individual and total amounts. If any questions arise as to how to add lines to the Excel Spreadsheet for additional names to be included in your totals, please contact Alison Regalia (see phone number and email address above). One copy of this list will be sent to the Registration Chair for the production of badges.
4. **ALL members of Sweet Adelines International MUST purchase an All-Events ticket.** Single Events tickets are available for Guests Only. The Saturday Evening Show has been eliminated, replaced by performances by the winners following each contest, and is included in the price of the quartet or chorus contest single event tickets for Guests.
5. Tickets are transferable, but not refundable. To request a name change, send both "old" and "new" name to Alison Regalia (see address above).
6. All tickets ordered by March 1, 2010, will be sent to the "submitted by" name on the Transmittal Form. All tickets ordered after March 1, 2010, will be held at the Registration Table unless otherwise specified by Alison Regalia.

- NOTE: 1) Member All-Events tickets purchased after the March 1, 2010 deadline, including those sold at the Registration Table, will be \$70.00. Exceptions will be made only for individuals who become members after the March 1, 2010 deadline.
- 2) Any chorus submitting All-Events Registration Lists via email dated after 3/1/10, and checks and Registration Transmittal Forms postmarked after 3/1/10, will be charged an additional \$20/day late fee.

**PLEASE PLAN AHEAD  
DEADLINE: MARCH 1, 2010**