



# CSAC INSTITUTE REGISTRATION FORM

CSAC 115th Annual Meeting  
 Monday, November 16 – Friday, November 20, 2009  
 Monterey Conference Center, Monterey County

### Advance Registration & Cancellation Deadline: Friday, October 30, 2009

Please make a copy for **each individual** registration. Registrations received without payment will not be processed until payment is received.  
 Please type or print clearly as the information with asterisks (\*) will appear on your name badge.

\_\_\_\_\_  
 \* Name \* Nickname

\_\_\_\_\_  
 \* Title

\_\_\_\_\_  
 \*County/Company/Affiliation

\_\_\_\_\_  
 \*Guest/Spouse

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 City State ZIP

\_\_\_\_\_  
 Telephone Fax Number


\_\_\_\_\_  
 E-Mail Address

*In case of an emergency, please contact (list someone who can be reached after normal work hours):*

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Daytime Phone

\_\_\_\_\_  
 Evening Phone

 If you require special accommodations related to facility access, communication and/or diet, please list below:

\_\_\_\_\_

\_\_\_\_\_

IS THIS YOUR FIRST TIME ATTENDING A CSAC CONFERENCE? \_\_\_\_\_

### PAYMENT OPTIONS

Form of Payment:  Visa  MasterCard  Amex  Check

\_\_\_\_\_  
 Name of Card Holder

\_\_\_\_\_  
 Billing Address and Zip Code of Credit Card

\_\_\_\_\_  
 Credit Card's 3-Digit Security Code (located on back of card)

\_\_\_\_\_  
 Credit Card Number: Exp. Date:

### CSAC INSTITUTE COURSES

**122 Values-Based Leadership: Strategies for Success in Public Service**  
 Monday-Tuesday, November 16-17, 2009

Monday 1:00-4:30; Tuesday 8:30-noon  
 \$75/members \*3 credits \*Board/Execs \$75.00 \$\_\_\_\_\_

**140 Interpersonal Effectiveness: Why Won't They Change for Me?**

Tuesday, November 17, 2009, 9:30-noon  
 \$25/members \*1 credit \*Board/Execs \$25.00 \$\_\_\_\_\_

**375 Coping with Ambiguity: Leadership for Challenging Times**

Thursday, November 19, 2009, 1:30-5:00  
 \$50/members \*2 credits \*Board/Execs \$50.00 \$\_\_\_\_\_

**359 Beyond the Brochure: Recruiting & Hiring Senior Executives**

Friday, November 20, 2009, 8:30-11:30  
 \$50/members \*2 credits \*Board/Execs \$50.00 \$\_\_\_\_\_

**TOTAL AMOUNT DUE** \$\_\_\_\_\_

*Note: Tickets must be purchased for guests, spouses and complimentary registrations to gain admission to any of the above events.*

### FOR CSAC OFFICE USE ONLY

Processed By: \_\_\_\_\_ Approval Date: \_\_\_\_\_  
 Transaction Date: \_\_\_\_\_ Approval Code: \_\_\_\_\_  
 Amount Charged: \_\_\_\_\_ CSAC Tax ID: 94-6000551

**Note: Make all checks payable to: CSAC. Send to: CSAC, Attn: Lisa Currie/CSAC Registration, 1100 K Street, Ste. 101, Sacramento, CA 95814. ONLY credit card registrations may be faxed to 916/441-5507.**

**Refund Policy:** Requests for refunds must be received by **Friday, October 30, 2009. After October 30, 2009, refund requests will not be accepted.** Advance registrants unable to attend may send a substitute.

**Register and pay conference fees online through the CSAC Web site. Just go to: [www.csac.counties.org](http://www.csac.counties.org) and click on the 2009 Annual Meeting information.**