We invite you to attend our 10th annual WVCUPA-HR conference!

When: October 24-25, 2017
Where: Stonewall Resort, Roanoke, WV
Who: WV public and private HR administrators and staff

Come join us as we travel through the wonderful world of Human Resources! The goal of our conference is to better prepare you to handle the often whirlwind tour!

We are excited about our tentative agenda, which includes a stop into the world of employment law, a safari trip into conflict resolution, a ride on the FMLA and ADA express, a best practices cruise, and a flight into fun in the workplace. The tentative sessions will also help handle Destinations Unknown and Lost and Found topics.

We continue to strive to provide opportunities to network and share with our fellow West Virginia higher education colleagues, whether we represent private or public institutions. Ours is definitely an “attendee-centric” and hands-on conference where the attendees educate as much as they are educated.
**REGISTRATION FEES:**

- $200 Early Bird registration if paid by August 31, 2017
- $250 Registration if paid between September 1-30, 2017
- $275 Late registration if paid between October 1-6, 2017
- No registration after October 6, 2017

To register for the conference:

1. Complete the registration form
2. Send the completed form along with payment to Julie Saldivar at the address/email below.
   - a. Payment may be made by check, money order, or PayPal.
   - b. Registration plus payment (payment amount according to the registration deadlines)

**No Refunds for Cancellations**—refunds will not be provided for any reason or contingency.

**Substitutions Accepted**—for individuals who register and pay but are unable to attend, we permit the substitution of another HR professional from your institution to attend in your place. Please notify us of any substitutions as soon as you can, so that we can prepare nametags, etc.

**No-shows**—those who register but do not attend the conference are not eligible for a refund.

**Same-day registrants/walk-ins**—sorry, we are unable to accept same-day registrants.

**Mail or email your conference registration form to:**

Julie Saldivar, WVCUPA-HR Secretary-Treasurer
c/o Human Resources
West Virginia State University
105 Cole Complex
P. O. Box 1000
Institute, WV  25112-1000
jsaldivar@wvstateu.edu    Phone:  304.766.3185
WVCUPA-HR Fall Conference Registration

“TRAVELING THE HR WORLD”
Stonewall Resort, October 24-25, 2017

Conference Registration Form*

Please complete all fields and register each attendee on a separate form. Receipts will be provided to you during conference registration.

| Attendee’s Name: |  |
| Name for Badge: |  |
| Attendee’s Job Title: |  |
| Institution: |  |
| Address Line 1: |  |
| Address Line 2: |  |
| City: |  |
| State and Zip Code: |  |
| Phone: |  |
| Cell Phone: |  |
| Email: |  |
| FAX: |  |

Registration Cost:
- $200 early registration if paid by August 31, 2017
- $250 regular registration between September 1-30, 2017
- $275 late registration between October 1-6, 2017
- No registration after October 6, 2017

Do you have any special accommodation or dietary needs which we need to arrange for? Please list:

*Payment by CHECK, MONEY ORDER or PAYPAL. Make checks and money orders payable to “WVCUPA-HR”; receipts will be provided at the registration desk. Go to http://chapters.cupahr.org/wv/conference-payment/ for PayPal information.

*Representatives from PUBLIC institutions: State Vendor Number - 556663.

*ALL registrations AND PAYMENTS must be RECEIVED by close of business on October 6.

*No refunds, however, substitutions of HR colleagues at your institution accepted up until the day of the conference.

Please send payment and completed registrations to:

Julie Saldivar, WVCUPA-HR Secretary-Treasurer
C/o Human Resources
West Virginia State University
105 Cole Complex
P. O. Box 1000
Institute, WV 25112-1000
jsaldivar@wvstateu.edu Phone: 304.766.3185

For Sec./Treasurer’s Use Only/Receipt:

Amount Rcvd:____________________
Date: _______________________
Check #:_____________________

__________________________
Signature: Julie Saldivar
WVCUPA-HR Sect-Treasurer