



**Achieving Excellence in Community Development Forum
Registration Form for AE 1, AE 2, & AE 3 Participants**

You are cordially invited to attend the **Achieving Excellence Forum** at no tuition charge to your organization.

The forum includes: *(the below times are approximate)*

- Forum sessions (8:30a.m. – 5:00p.m.)
- Lunch (12:00p.m. – 1:00p.m.),
- A reception & the AE IV graduation dinner (6:00p.m. -9:00p.m.)

In addition to free registration for the Forum, we would like to extend the offer for you to also participate in the **Symposium for free** on Wednesday. If you elect to take a course other than the symposium on Wednesday and/or take a course on Monday-Tuesday, you will need to pay a tuition flat fee of \$420. See www.nw.org/training for more info.

(Optional) Symposium:

**Investing for Change: Leveraging Community Assets in Rural & Small Cities (RD904) FREE
Wednesday, March 3, 2010
8:30 a.m. – 4:00 p.m.**

**Achieving Excellence Forum (AP902) FREE
Thursday, March 4, 2010
Approx. 8:30 a.m. – 9:00 p.m. (incl. AE4 graduation dinner)**

Lodging and Travel:

Lodging & Travel expenses are **NOT** included. When booking your lodging directly with the Hotel, please be sure to mention you are attending the NeighborWorks® Training Institute for the discounted rate, which will be offered on a 1st come-1st served basis, with the special rate available only until February 5, 2010 at the latest.

Sheraton New Orleans

500 Canal Street
New Orleans, LA 70130
504-525-2500
Discounted room rate: \$133/night

However, if you are with a NeighborWorks organization and plan to use one of your Training Slots to cover lodging and travel, please indicate so on the right side of this form. As always, Training Slots cover travel and shared lodging. Single room upgrades may be selected for a fee.

Meals:

As indicated above, a basic continental breakfast will be available and lunch & dinner are included with the Forum. AE Graduates are welcome to attend the graduation dinner of the fourth class if you are interested. Also, participants who stay to attend courses during the week may also take part in free daily continental breakfast & refreshments from 7-8am, daily afternoon beverage breaks & a Networking reception with hors d'oeuvres on Wed. evening, March 3rd.

On occasion, NeighborWorks® America shares your name and address with other organizations that are involved in nonprofit management and community development so that they may send you information about other products and services that may be of interest to you. If you are not interested in having us share your name, address, telephone number, fax number and e-mail address with such organizations, please check the circle to the left of this disclosure statement. Rest assured that NeighborWorks® America honors your privacy and respects your wishes.

Questions?

NeighborWorks® America: Training Division
1325 G Street, NW, Suite 800, Washington, DC 20005
Toll-Free: (800) 438-5547; Phone: (202) 220-2454

Fax: (202) 376-2168; E-mail: nti@nw.org Website: www.nw.org

**NEIGHBORWORKS® TRAINING INSTITUTE
March 1-5, 2010 • NEW ORLEANS, LA**

Registration Deadline: January 7, 2010

MAIL OR FAX THIS FORM TO THE TRAINING INSTITUTE.

Please print or type. Incomplete info will delay the registration process.

Mr./Ms. _____

Title _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone (day) _____ Fax _____

E-mail address _____

Check here if you have special needs addressed by the Americans with Disabilities Act. Please specify on the line below.

Additional Courses Requested

Use course letters and numbers. Please include 2nd choices in case your 1st choice courses are full.

	Monday and Tuesday	Wednesday	Thursday
1 st choice	_____	_____	AP902
2 nd choice	_____	_____	

Tuition Fee: Only if taking courses other than symp. \$420

RSVP for graduation dinner:

- I plan to stay for the AEIV graduation dinner as well.
- I do not plan to stay for the AEIV graduation.

Payment Information

Payment must accompany Registration Form. Faxed registration requests must include credit card information.

Check enclosed (*payable to NeighborWorks® America*).

Check number _____

Visa MasterCard American Express

Card # _____ - _____ - _____ - _____

Exp. Date (mm/yy) ____ / ____

Name as it appears on card _____

Authorized signature _____

Lodging & Travel Section for Network Slot Users Only

Lodging & Travel are NOT included unless you are with a Network org. and are using a training slot.

If applicable, check box: Yes, I am authorized to use a Slot.

- No hotel room requested
- Free Shared room request: I am female male
Roommate name _____

Single room requested: \$82 x ____ nights = \$_____

Arrival Date _____ Departure Date _____