**Texas State Youth Conference**

**Registration Information**

**COST**

Conference cost required to be paid by attending congregations (See Cost Worksheet)

**TYPES OF PARTICIPANTS**

**Full participant**

1. Stay three nights in the hotel. **NOTE: Maximum 4 people per room**.
2. Meals included are as follows: All meals Friday; Breakfast on Saturday and Sunday; Banquet on Saturday.
3. Admission to Conference organized activities and classes.
4. Receive a Conference T-shirt and Souvenir Booklet.

**Daytime Only Participant**

1. Same as a full participant excluding three nights stay in the hotel..
2. Youth **must** be under the supervision of a Counselor at all times

**DAMAGE LIABILITY**

CONGREGATIONS/INDIVIDUALS ARE RESPONSIBLE FOR COST OF ANY DAMAGES THAT THEY CAUSE WHILE PARTICIPATING IN THE CONFERENCE. FINANCIAL OBLIGATIONS FOR DAMAGES SHALL BE RESOLVED PROMPTLY. IF COST OF DAMAGES IS NOT RESOLVED BY CONGREGATIONS/INDIVIDUALS PRIOR TO THE END OF THE CONFERENCE, BILL OR INVOICE FOR RESOLUTION WILL BE SENT TO APPROPRIATE PARTIES.

**PAYMENT INFORMATION**

1. Full payment should be post marked by **April 16th, 2020** to avoid a $25 late processing fee.
2. There shall be a $25 penalty for each registration change after April 30th, 2020.
3. Checks shall be made payable to “Texas State Youth Conference”. Send registration information to:

# Texas State Youth Conference

P.O. Box 24746

Houston, TX 77229-4746

1. **No** Personal checks accepted after April 18th, 2020.
2. All registration information must be printed or typed clearly.
3. All registration changes shall be clearly described and in writing.
4. Refunds schedule is as follows: April 30 to May 7th, 2020 75%.

May 8th to May14th, 2020 50%

May 15th to May 21st, 2020 25%

After May 21st, 2020 No Refund

1. All persons occupying a room should be paid full participants. However, special provisions can be made for families with children under age 8. These provisions should be made by registration deadline.

**GENERAL**

1. Clearly identify any special request room requirements on the **Room List** form.
2. Male and females shall be in separate rooms. Exception: Family rooms are allowed in certain cases (i.e. small children, couples, same family, etc)
3. Assign counselors to rooms **with** their youth. The Conference cannot guarantee that any of the rooms requested by a congregation will be adjacent.

**The following documentation is required to complete registration:**

* Payment
* Completed Cost worksheet – hardcopy with payment
* Room List – hardcopy with payment and electronically sent in Word format
* Participant List - hardcopy with payment and electronically sent in Excel format