

SOUTHEAST NATIONAL ASSOCIATION OF CONSERVATION DISTRICTS
2016 Annual Meeting

“Visit the Past, Imagine the Future...”

To: Southeast NACD Members and Conservation Friends
Re: Registration for the 2016 Southeast NACD Annual Meeting
July 31 – August 2
Harrah’s Cherokee Resort
Cherokee, North Carolina

We would like to invite everyone to the 2016 Southeast National Association of Conservation Districts Annual Meeting. This memo includes important information for the upcoming event – please go to http://www.ncagr.gov/swc/professional_development/senacdannualmeeting.html for more information and details:

1. The **Harrah’s Cherokee Casino Resort** is the ideal site for the meeting – centrally located to the NACD Southeast region, and the facility can accommodate our crowd with more than 1,000 rooms to choose from in three towers. The hotel has provided a room rate of \$129 plus tax. The cutoff date for this rate is July 1, 2016. Your reservations can be made through the [convenient online registration link](#), or by calling 1-828-497-7777 and asking for the S07NACD block for July 2016.
2. The **registration form** is available online. Please complete the registration form indicating the activities you plan to attend and submit it **online**; please note separate tickets may be purchased for spouses / guests. Additional detailed instructions on completing this form are attached. Payment is offered by check, or online payments by credit card (*through PayPal – you do not have to have a PayPal account to take advantage of this payment option*) – paying online is easy, convenient, and secure. The pre-registration deadline is July 1, 2016.
3. **Pre-registration package is \$300.00; spouse / guest registration is \$200.00** before July 1, 2016. **Late registration will be \$350.00; spouse / guest registration \$250.00** on or after July 1, 2016; those that register on or after July 1 will be offered the option to register online and pay by credit card, or register at the meeting site and make payment at the registration desk.

Registration package includes: NC Welcome Reception on Sunday evening, Hall of Fame Luncheon on Monday, ticket and transportation to “Unto These Hills” outdoor drama on Monday evening, tour and lunch participation on Tuesday afternoon (make selections online), NC Finale Dinner on Tuesday evening, breaks and resource materials.

4. Special breakfasts will be offered from 7:30-8:30 on Tuesday morning – **Presidents’ Breakfast, and SE District Employees’ Breakfast** will be available for an additional fee of \$25. Please make plans and selections with your online registration.
5. Several **interactive area tours** are planned... tour numbers are limited and will be assigned on a first come – first served basis as registration forms are submitted. Please prioritize your tour selections on the online registration form:
 - Agriculture emphasis – *soil quality, animal feed / waste storage structures, rainfall simulator, drone demonstration*
 - Forestry and Aquaculture emphasis – *forestry practices, aquaculture, drone demonstration*
 - Community Conservation & Education emphasis – *rain gardens, cisterns, green parks, mobile soils classroom*
 - Cherokee Cultural tour – *Cherokee village, pioneer farm, Mingo Falls*

- Downtown Waynesville – *designated for spouses / guests - local shopping and restaurants – please note, this tour will not include lunch and participants are encouraged to enjoy local restaurants*
6. Special meal / event tickets may be available for purchase (i.e. for a child to attend with participant and guest, or for Hall of Fame inductees); those that need to make these types of arrangements should contact Kristina Fischer at kristina.fischer@ncagr.gov or 910.352.7771 to determine adjusted totals.
 7. Refunds will be granted for requests received by July 8, 2016 (a cancellation form is available on the website; please fill this out, print and return an email or hard-copy to the address listed on the form). Refund requests received after July 8 will require approval by the Southeast NACD Planning Committee for emergency situations; please contact Kristina Fischer (910.352.7771) as soon as possible if you know you will not attend the meeting; adjustments may be made to the meal count numbers for the resort. All refunds will be paid after the meeting.

We hope to see you at the 2016 Southeast NACD Annual Meeting.

Franklin Williams

NACD Board Member

Jeff Harris

NACD Alternate Board Member

Ben Knox

2016 NCASWCD President

REGISTRATION INSTRUCTIONS:

1. Visit the SE NACD Annual Meeting website through the above mentioned link
2. Click the "Registration" link on the right side of the main screen
3. Fill out registration information – items marked with an * are required
4. After reviewing items to be submitted, click the "Submit" box at the bottom of the screen
5. The message "Thank you for registering" will display
6. A confirmation email / invoice will be sent to the email address you provided
7. Two options for payment are available for 2016:
 - a. Payment by credit card using PayPal
 - i. follow the link provided on the email invoice
 - ii. on the left side of the page, enter an "Item price" to match the total amount of your registration selections (*please note, the "Item total" \$0.00, will not update until later in the payment process*)
 - iii. either use an existing PayPal account, or choose "Don't have a PayPal account" to provide contact details and payment information to "check out" as a guest
 - iv. you may indicate that your "shipping address" is the same as your "billing address", no items will be shipped
 - v. please do not indicate any "special instructions" in PayPal checkout, but rather, contact meeting organizers directly
 - b. Payment by check
 - i. print two copies of the email invoice (one copy for your files and one copy to return with payment)
 - ii. mail a check and the copy of the email invoice to the address listed:
 NCASWCD – Annual Meeting
 P.O. Box 27943
 Raleigh, North Carolina 27611
 - iii. payment should be mailed within 7 days of registering online
8. Questions??? Contact Kristina Fischer at 910.352.7771