

# ABC Face To Face

April 20 & 21, 2018

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## Participant Timeline

Use the following timeline and checklist to assist you in your preparation for the upcoming Face to Face event.

Information regarding important **PRE-REGISTRATION WORK** has been posted for both Clergy Applicants and Church Search Committees. Please get started as soon as possible, so you are prepared to register when registration opens.

### Registration Fees:

Clergy Applicants—If your application is postmarked/submitted by Feb 23—your registration fee is \$75; *after Feb 23 it is \$90.*

Church Search Committees—If your registration is postmarked/submitted before Feb 23<sup>rd</sup>—your registration fee is \$99; *after Feb 23 it is \$125.*

Note: In addition to the registration fee, search committees will also be required to provide \$30 per committee member participating in the F2F Event which will cover meals/refreshments/hospitality expenses; the same applies to spouses who may attend the Event with clergy candidates.

### Registration Opens: January 15, 2018

_____	February 23, 2018	<b>Early Savings Registration Deadline (both Clergy applicants &amp; Search Committees)</b>
_____	March 14, 2018	<b><u>Clergy Application</u> Final Deadline</b>
_____	March 21, 2018	<b><u>Church Registration</u> Final Deadline</b>
_____	March 26, 2018	Registration Confirmations sent to participants by Registrar (Reminder best estimate of number of participants needed by Mar 27)
_____	March 27, 2018	Estimated participant numbers for event sent to Host Church by Registrar
_____	March 31, 2018	Preference Packets Mailed by this date; <b><i>NO REFUNDS of registration fee after packets mailed</i></b>
_____	April 6, 2018	Deadline for indicating number and names of committee members attending; includes clergy spouses attending as well; <b><i>NO REFUNDS of meals fee after this date</i></b>
_____	April 12, 2018	<b>Preference information/forms due back to Registrar</b>
_____	April 20 & 21, 2018	<b>FACE TO FACE EVENT</b>