

ABC Face To Face

March 29 & 30, 2019

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. You may download the information at:

<https://www6899.ssldomain.com/grr-reg/f2fweb/index.cfm>

Registration Fees:

Clergy Applicants—If your application is postmarked/submitted by Feb 1st—your registration fee is \$75; *after Feb 1st, it is \$90.*

Church Search Committees—If your registration is postmarked/submitted before Feb 1st—your registration fee is \$99; *after Feb 1st, 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 2, 2019

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| _____ | February 1, 2019 | Early Savings Registration Deadline (both Clergy applicants & Search Committees) |
| _____ | February 20, 2019 | <u>Clergy Application Final Deadline</u> |
| _____ | February 27, 2019 | <u>Church Registration Final Deadline</u> |
| _____ | March 1, 2019 | Registration Confirmations sent to participants by Registrar (Reminder best estimate of number of participants needed by Mar 5) |
| _____ | March 4, 2019 | Email Confirmation sent indicating whether the Face to Face Event has enough participants to move forward |
| _____ | March 5, 2019 | Estimated participant numbers for event sent to Host Church by Registrar |
| _____ | March 9, 2019 | Preference Packets Mailed by this date; <i>NO REFUNDS of registration fee after packets mailed</i> |
| _____ | March 15, 2019 | Deadline for indicating number and names of committee members attending; includes clergy spouses attending as well; <i>NO REFUNDS of meals fee after this date</i> |
| _____ | March 20, 2019 | Preference information / forms due back to Registrar |
| _____ | March 29 & 30, 2019 | FACE TO FACE EVENT |