

## **Spring Conference 2023**

### **Registration Frequently Asked Questions about Club and Individual Registration**

#### **Where can I go to learn more about the Spring Conference?**

Information is available on the district website: <https://district35.org/spring-conference/>

#### **How can I register my club for the Spring Conference?**

Register at Eventbrite by clicking here: <https://www.eventbrite.com/e/2023-district-35-toastmasters-hybrid-spring-conference-registration-539629254627>

#### **What does the club registration fee pay for?**

Paying the club registration fee of \$150 (early bird) or \$200 (regular) will reduce the price of the individual registration cost for the members of that club. Cost effectiveness – if your club plans to have more than 2 members attend, this would make the most sense. As many of your club members can individually register under your club registration (if they are members of your club). This registration would include in person or virtual attendance.

Meals and lodging are not covered in this cost.

Once club registration has been paid, members must submit their individual registration and pay the individual registration costs – for either in person or virtual attendance.

#### **Who pays the club registration fee?**

Typically, a club officer that is authorized to make purchases on behalf of the club will register the club through Eventbrite and pay the registration fee.

\*\*\* Be sure to inform your club members when the club has registered. They will need to know this information when submitting their individual registration form. \*\*\*

#### **Can my club use District Dollars to pay for the club registration?**

Yes. Clubs will need to pay for the registration and then submit for reimbursement using Concur to apply the District Dollars.

To find out your [District Dollars balance, click here](#).

#### **When registering my club, do I have to provide a list of all club members attending?**

No, clubs will not need to provide a list of club members attending at the time your club registers.

#### **Is club registration required for my club members to attend?**

No, club registration is not required. Club registration offers the best deal for your members if 2 or more members plan to attend. If the club does not have funds to pay the registration fee, individual members may opt to split the cost of the club registration fee and submit a club registration to get the best deal for attending the conference.

**If I register my club, do individual members still need to register?**

Yes, everyone who attends the conference must register to attend, including District leaders and speakers.

Individual registration ensures we have an accurate count for name badges, conference programs, promotional items, and meal selections.

The cost of individual registration includes online access to pre-conference education sessions and in-person attendance for Tall Tales and International Speech contests; Friday Fun Night (campfire stories and s'mores); Saturday breakfast, morning break, lunch, afternoon break, dinner, and evening snacks; Hall of Fame.

Yes, there is a charge for virtual only attendance at the Spring Conference.

**When does early bird registration end?**

Early bird pricing for registration (club and individual) ends at 11:59 p.m. on Wednesday, March 15, 2023. After this date, the fee will increase for both club and individual registration.

**Can I register on the day of the event?**

Walk-in registration will NOT be available at the conference for in-person attendance. Registration must be submitted by 11:59 p.m. on Tuesday, April 25, 2023, if attending in person.

Registration for virtual attendance only is available until 8:00 a.m. on Friday, May 5, 2023.

**Do I need to register if I do not plan on attending the lunch or dinner events?**

Yes. You can opt out of a meal, but the cost remains the same.

**Do I need to register if I plan to attend online only?**

Yes. Individual registration for online attendance only is needed to ensure Zoom links and information is emailed to each attendee. The links will not be posted publicly and will only be available to you through email. Each education session will have its own unique Zoom link.

**What is the refund policy?**

No refunds will be made for virtual only registrations.

Any cancellations requested by 11:59 p.m. on April 25, 2023, will receive the total amount back minus a \$15 processing fee.

Any cancellations after 12:00 a.m. on April 26, 2023, will not be refunded. The registration may be transferred to another member.

**I want to review the meal selections before registering. Where can I find that listing?**

Saturday Lunch – includes sandwich, chips, pasta salad, fresh fruit, chocolate chip cookies, soft drink, water

Option 1: Roast Beef Sandwich

Caramelized onions, horseradish cream, tomato, and lettuce on sourdough

Option 2: Chicken Caesar Salad (Wrap Sandwich)

Julienne chicken, parmesan cheese, garlic croutons, and romaine lettuce with classic Caesar dressing

Option 3: The Vegetarian

Assorted grilled vegetables, sweet onion and ripe tomato with baby Swiss cheese on multi-grain bread

Option 4: No meal selection

Saturday Dinner – includes coffee, tea, mil, French Onion soup, Chef's selection of starch and seasonal vegetable, house-made carrot cake

Option 1: Rosemary Grilled Pork Medallions

Rosemary roasted pork medallions, apricot and fig glaze

Option 2: Eggplant Napoleon

Eggplant, ricotta, roasted tomato, spinach, basil oil, parmesan cheese, rosé sauce

Option 3: No meal selection

Yes, you can list if you have specific food allergies or dietary restrictions. The Abbey Resort will try to accommodate as best as possible.

Sunday Leadership Breakfast – outgoing and incoming DEC leaders and past dignitaries invited. International Director Monnica Rose will share a brief keynote address. Separate registration cost of \$40.00.

Breakfast buffet includes fresh seasonal fruit display, fluffy scrambled eggs, hickory smoked bacon and country sausage links, skillet breakfast potatoes, bakery fresh muffins, Danish and breakfast breads, Wisconsin sweet cream butter and select preserves. Includes regular and decaffeinated coffee, specialty teas, choice of Florida orange juice or apple juice.

**I've heard that some members are comped for their meals and registration. How does this work?**

Yes, certain attendees may receive free and/or reduced registration due to district protocol. This may include District officers, International Director, etc. Those attendees that qualify for a protocol registration cost will receive a specific email notifying them of the cost and code to enter into Eventbrite when registering.

If the promotional code is not used, and the discounted price is asked for later, there will be a \$15 processing fee incurred (reduced from the discount price change).

**What is the dress code for the Spring Conference?**

The dress code for the contests, education sessions, and general sessions is Business Casual.

Friday Fun Night is Casual attire or Business Casual.

Saturday evening banquet and Hall of Fame is Business Dress or Formal Dress.

**What else do I need to plan for during the weekend?**

Raffle tickets will be available for in-person attendees. There will not be an online auction this year.

A cash bar will be available on Friday and Saturday evenings.

**Do contestants need to register if they only plan to attend just for the contest in which they are competing?**

No, contestants are not charged any fees to compete in a contest.

If a contestant plans to attend the entire Spring Conference, they will need to register and pay the conference registration fee.

**Who do I contact if I want to volunteer to help with the Spring Conference?**

Contact Spring Conference Chair Kris Pool at [kris.pool.dtm@gmail.com](mailto:kris.pool.dtm@gmail.com)

**Who do I contact if I have additional questions?**

Contact Spring Conference Chair Kris Pool at [kris.pool.dtm@gmail.com](mailto:kris.pool.dtm@gmail.com)