



CHECK and PURCHASE ORDER • MEMBERSHIP & SCCTM Math CONFERENCE REGISTRATION FORM
All Attendees Must Register Online Even When Submitting Payment via Check or Purchase Order

2019 • SCCTM • FALL CONFERENCE • 2019
Building Your Math Superpower: Taking Action
 Greenville, S.C. November 14-15, 2019

Each conference attendee must complete online registration at: <http://www.scctm.org>

This form is not needed when payment is made online.

PAYMENT SCHEDULE					AMOUNTS
MEMBERSHIPS:	1-Year	3-Years	5-Years	LIFE	
_____ Regular	\$21.00	\$56.00	\$90.00	\$420.00	\$
_____ Full-Time Student	\$11.00	\$26.00	• • • • •	• • • • •	\$
_____ Retiree	\$16.00	\$42.00	• • • • •	• • • • •	\$
REGISTRATIONS:	Full Conference		One Day Only		
	EARLY By 10/15/19	LATE or ON-SITE After 10/15/19	Thursday or Friday		
_____ Nonmember (s)	\$160.00	\$170.00	\$87.00		\$
_____ Member (s) (Reg/Ret/Life)	\$97.00	\$107.00	\$57.00		\$
_____ Full-Time Student (s)	\$27.00	\$32.00	\$17.00		\$
MISCELLANEOUS:					
SCCTM Scholarship Fund Contribution					\$
State Math Counts Team Contribution					\$
TOTAL REMITTED by CHECK:					\$
TOTAL to be INVOICED:					\$

Payment cannot be credited to the correct account unless this attendee information is received with checks and purchase orders.

Name (s) of Attendee (s)	School or District	Thur/ Fri or Both	Total \$ for Attendee	Attendee's SCCTM Account e-mail Address

School District's Billing Address (mail or e-mail)	
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For the early bird rate, this completed form must be received by 10/15/2019 with check payment included:
 SCCTM • c/o Cindy Parker, Registration
 6 Sandalwood Lane • Sumter, S.C. 29154-5315

For the early bird rate, purchase orders may be received by 10/15/2019 with this form at the address noted above or emailed at any time with attendee information included to:
registration@scctmconference.org

After 10/15/2019, please pay on-line by card, email a purchase order, or bring payment to on-site conference registration.

Conference credentials cannot be finalized until payment or a purchase order is received.

*This form is not needed when on-line payment is made with debit or credit cards.

*The payment form must be submitted with checks or when district purchase order payments are mailed in.

Membership Renewal & 2019 Conference Registration Instructions

Become a Member, Renew Your Membership, Register for Conference

If you are not currently a member, SCCTM recommends joining before registering for the conference in order to take advantage of reduced member conference rates. The cost of membership plus the discounted member conference rate is much less expensive than the nonmember rate.

To receive the discounted conference rate, you will need to renew your membership with SCCTM, rejoin or join SCCTM before registering for the conference at the member rate.

Membership

When paying on-line, you do not need the paper form.

Leave payment pending when paying by check or PO.

1. New members, go to SCCTM.org and click "Membership" to create your SCCTM account. (For previous members or conference attendees, your user name is the email address that you used previously with SCCTM. You will see the "forgot password" link if you need your password.)
2. There will be two choices for payment, "Pay online or Invoice me." Make your choice.
3. Set up or update your account information: please provide **two e-mail addresses** in case your primary email addresses changes. You will receive e-mail communications and newsletters from SCCTM at your primary e-mail address. *Your e-mail addresses may also be used by officers, committee chairmen, and Corporate Sponsors to contact you.*
4. When payment is to be made by check or purchase order, send in the Check and Purchase Order Membership & Conference Registration form.

SPECIAL NOTICE

Information on obtaining conference credentials to print out and bring to the conference will be provided by e-mail.

To expedite your conference experience, please remember to print your conference credentials and bring them to the conference. You will present these credentials to receive your conference materials and badge holder.

Membership information will also be provided by e-mail.

If you do not receive your information, please check your SPAM or Junk e-mail folders.

Conference Registration

When paying on-line, you do not need the paper form.

Leave payment pending when paying by check or PO.

Speakers: This is not the speaker's payment form.

5. All attendees **MUST** register/create an account online at: scctm.org
6. Leave payment pending when paying by check or PO.
7. Join SCCTM or renew your membership in order to take advantage of the reduced member conference rates. Register on-line at SCCTM.org.
8. Be sure to note the deadline date of 10/15/19 to take advantage of the lower, early Conference Registration fees!
9. Complete the form with your totals or your group's totals in the **TOTAL sections**.
10. This form must be received in the mail no later than 10/15/2019. Please allow ample time for postal delivery. (Purchase orders may be e-mailed with the completed form at any time noting that 10/15/18 is the discounted early rate deadline.)

An invoice/payment acknowledgement will be e-mailed to each attendee's primary e-mail address. Your canceled check and/or payment acknowledgment will be your receipt for membership dues and conference registration.

If you do not receive your information, please check to be sure that you haven't created two SCCTM accounts, using different email addresses.

An invoice will be sent to the billing office of your district office for purchase orders.

For those who pre-registered and have self-printed their conference credentials, conference materials and name badge, badge holders will be available at Speaker Check-in on Wednesday afternoon before the conference from 4:15 until 6:45 and on Thursday and Friday mornings by 7:30. *Periodic emails will be sent to notify participants that their registration has been received*, reminding registrants to print out their conference credentials to bring to the conference. Credentials will be printed out at the conference if needed.

Registrations **without** complete payment **or with** an official purchase order received as payment by 10/15/2019 will **not** be processed at the early rate! Payment will then need to be made on site before conference credentials and materials can be issued.

Credentials will be provided for on-site registrants and payees at the registration desk. On-site registrants must also register on-line.

Information

- New members are eligible for the member's discounted conference fee. When joining or renewing, membership must be current or paid before the system will allow you to register as a member for the conference. Payment may be left pending for membership as well, when submitting a check or PO for membership and conference registration.
- Membership must be up-to-date in order to receive the discounted conference fee.
- Please, only use one email account to register for the conference and/or join SCCTM. Our system uses unique email addresses to identify each person due to the fact that there are members and contacts with duplicate names. If you join or register using multiple emails addresses, you will receive multiple invoices and bills and it will appear that you owe fees that you don't actually owe.
- An electronic invoice and/or payment acknowledgement will be e-mailed to each attendee's primary e-mail address.
- Your canceled check and/or payment acknowledgment will be your receipt for membership dues and/or conference registration.
- Your conference name badge will arrive via email for you to print and bring with you.
- Only current SCCTM members are eligible for door prizes.

All attendees MUST have an account on-line before submitting check or purchase order!

Leave payment pending if paying by check, purchase order, or in person.



After 10/15/2019, please pay on-line by card, email a purchase order, or bring payment to on-site conference registration.