

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					
MEMBERSHIPS:	1-Year	3-Years	5-Years	LIFE	Totals
_____ Regular	\$21.00	\$56.00	\$90.00	\$420.00	\$
_____ Full-Time Student	\$11.00	\$26.00	• • • • •	• • • • •	\$
_____ Retiree	\$16.00	\$42.00	• • • • •	• • • • •	\$
REGISTRATIONS:	Memberships Total:				\$
	Please remit check or PO by 10/13/19	Speaker Discount Code	(Note: Co-Speakers must submit payment at the regular rate on a different form.)		
_____ Primary Speaker	\$46.00		Speaker Registration Total:		\$
_____ Student Speaker	\$26.00		Student Registrations Total:		\$
					Total
MISCELLANEOUS:					
SCCTM Scholarship Fund Contribution					\$
State Math Counts Team Contribution					\$
TOTAL REMITTED by CHECK:					\$
TOTAL to be INVOICED:					\$

School District's Billing Address for Purchase Orders	
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Payment cannot be credited to the correct account unless attendee information is received with checks and purchase orders.

Name(s) of Primary Speaker(s)	Total \$ for Speaker	SCCTM Account e-mail Address
	\$	
	\$	
	\$	

This completed form must be mailed by 10/15/2019 with checks to:
 SCCTM • c/o Cindy Parker, Registrar
 6 Sandalwood Lane • Sumter, S.C. 29154-5315

Purchase orders may be mailed by 10/15/2019 with this form to the address noted above or emailed at any time with attendee information included to: registration@scctmconference.org

After 10/15/2019, participants must pay by card on-line, 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.

(On-line payment with debit or credit cards, checks, cash, or district purchase order payments are accepted.)

Membership Renewal & 2019 Conference Registration Information

Become a Member, Renew Your Membership, Register for Conference

If your co-speaker(s) are not currently a member, SCCTM recommends joining before registering for the conference in order to take advantage of member's reduced conference rates. The cost of membership plus the discounted member conference rate is much less expensive than the nonmember rate. (Only Primary Speakers receive the special discounted speaker 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.

Credentials will be provided to on-site registrants and payees at the check-in desk.

Speaker Registration

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

Leave payment pending when paying by check or PO.

Speakers: Use this special speaker mail in registration form.

1. All speakers and attendees MUST register online at: scctm.org
2. Leave payment pending when paying by check or PO.
3. Join SCCTM or renew your membership in order to take advantage of the reduced member conference rates. Register on-line at SCCTM.org.
4. Be sure to note the deadline date of 10/15/19 to take advantage of the lower, early Conference Registration fees for your co-speakers!
5. Complete the form with your totals or your group's totals in the **TOTAL sections**.
6. 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 10/15/19 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 or more SCCTM accounts, using different email addresses.

An invoice will also 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 by 10/15/2019 cannot be fully processed prior to the conference! Payment will then need to be made by check, card, or cash on site before conference credentials and materials can be issued. Purchase orders must be received by mail by 10/15/2019. Purchase orders can be e-mailed at any time or hand-carried to the conference but this delay will mean waiting in line at the conference for credentials to be processed.

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Information

- Please let your co-speakers know that 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.
- Vendor speakers must contact our exhibits manager, Lane Peeler to obtain their special speaker code. Corporate sponsors, please contact our Program Chair or Program Manager: director@scctmconference.org
- 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, participants must pay by card on-line, email a purchase order, or bring payment to on-site conference registration.