

THE "HOW TO" ON REGISTERING FOR THE ALIVE CONFERENCE **PART A**

General Registration:

The cost of the **2016 ALIVE Conference** is **\$55.00 per person (non-refundable)**. (In the event the conference is cancelled because of weather, registration fees will be refunded, less amounts necessary to cover non-recoverable conference costs.)

NEW CHURCH DISCOUNT OF \$40 PER REGISTRANT ONLY APPLIES TO THOSE CHURCHES THAT ARE COMING TO ALIVE FOR THE VERY FIRST TIME.

The **Registration Fee** of \$55.00 per person OR \$40 per person for 1st TIME CHURCHES (check payable to **Alive Ministries**) along with the **Registration Form**, must be **received** by **December 5th 2016** to avoid a late registration fee. Send these to:

Alive Ministries
C/O Brad Banderman
569 Bethel Church Rd.
Lonedell, MO. 63060

Late Registration

The late registration cost is **\$65.00 per person** for those who do not register by **December 5th**. This late registration charge does not apply to registered churches that simply **add** additional attendees after the deadline. Late registrations will be accepted but there is **no guarantee of a conference T-shirt**.

THE "HOW TO" ON REGISTERING FOR THE ALIVE CONFERENCE **PART B**

Option 1: Register by Phone

Room Reservations: On-Site Contact:

Lauren Barry-Saey 636-299-9846

Please have this information ready: Your name, address, and phone number; Name of Church; number and type of rooms (2 Double Beds or 1 King Bed); list of individuals in each room; and credit card information to hold rooms. 2016 Alive Conference is group name.

Option 2: Register by Email On-Site Contact: Lauren Barry-Saey

Email: (Isaey@doubletreechesterfield.com) the following: Your name, address, and phone number; Name of Church; number and type of rooms (2 Double Beds or 1 King Bed); list of individuals in each room; and credit card information to hold rooms. Please include "2016 Alive Conference Reservation Dec 29-31" as the email subject line.

Each church is responsible for mailing or emailing a rooming list directly to the hotel.

The room rate this year is \$65.00 (plus tax) per room, per night. Churches can avoid the sales tax by supplying a "tax exempt" letter and paying with church check or church credit card. Hotel tax is still required.

RESERVATIONS MUST BE MADE BY TUESDAY, DECEMBER 5th, 2016 TO BE GUARANTEED THE \$65.00 RATE.

Please Note: To avoid any confusion, each church is responsible for making **their own** room reservations. We encourage early hotel reservations by phone or email and to notify the hotel that you are with the [Alive Student Conference](#). Please make reservations with your [Church Name](#).

If you encounter difficulty with your hotel reservations please notify me Brad Banderman at 636-629-2978 (Alive Committee Registration Czar ☺) immediately instead of waiting until you arrive at the conference. Remember, **after** the December 5th deadline the **room fee or availability of rooms is not guaranteed**. Please call early so you can meet the deadline.

Hotel Lingo to keep in mind:

Adjoining Room: Room that is NEXT to another room

Connecting Room: Room that has a PASS thru door to another adjoining room.

All Adjoining and Connecting Rooms are on a first come first serve basis.

Remember your tax-exempt letter when you come!