

ROCKY MOUNTAIN ASSOCIATION FOR COLLEGE ADMISSION COUNSELING

2005-2006 Regional College Fair Registration

Albuquerque, Salt Lake City, Denver

Tax ID #85 - 0342014

Name of Institution _____

Mailing Address _____

Main Contact Person _____

Title _____

Telephone Number _____ Fax Number _____

E-mail Address _____

Name of Representative Attending Event(s):

Albuquerque _____

Salt Lake City _____

Denver _____

E-mail Address Of Main Representative Attending Event(s):

Albuquerque _____

Salt Lake City _____

Denver _____

- | | |
|---|-------------------------------|
| <ul style="list-style-type: none"> □ Albuquerque | _____ Member Fee \$125.00 |
| Sunday, October 9, 2005
12:00 p.m.-3:00 p.m.
Albuquerque Convention Center | _____ Non-Member Fee \$150.00 |
| <hr/> | |
| <ul style="list-style-type: none"> □ Salt Lake City | _____ Member Fee \$125.00 |
| Saturday, October 15, 2005
1:00 p.m.-4:00 p.m.
Location
San Juan Diego Catholic High School | _____ Non-Member Fee \$150.00 |
| <hr/> | |
| <ul style="list-style-type: none"> □ Denver | |
| Co-Sponsored by the Colorado Council on High School/College Relations | _____ Member Fee \$125.00 |
| Saturday, March 18, 2006
1:00 p.m.-4:00 p.m.
University of Denver Ritchie Center
Gates Field House | _____ Non-Member Fee \$150.00 |

_____ TOTAL FEES DUE

Purchase Orders Not Accepted for Payment. Registration contracts received without payment will not be processed nor confirmation sent until payment is received. THE DEADLINE FOR ALUBQUERQUE AND SALT LAKE IS FRIDAY, SEPTEMBER 23, 2005. REGISTRATIONS MUST BE POSTMARKED BY THIS DATE TO BE CONSIDERED "ON-TIME". REGISTRATIONS RECEIVED AFTER THIS DATE WILL BE PROCESSED BASED ON SPACE AVAILABILITY. THE DEADLINE FOR DENVER IS FRIDAY, MARCH 3, 2006. REGISTRATIONS MUST BE POSTMARKED BY THIS DATE TO BE CONSIDERED ON TIME. REGISTRATIONS RECEIVED AFTER THIS DATE WILL BE PROCESSED BASED ON SPACE AVAILABILITY.

Please send registration form, signed guidelines (or e-mail guidelines) and payment (if paying by check) to:

Ricky Mott-RMACAC College Fair Chair
University of Northern Colorado
Visitors Center Campus Box 18
Greeley, CO 80639
Fax: 970-351-2553
Phone: 303-710-0749
E-mail: ricky.mott@unco.edu
Please make Checks Payable to RMACAC
Tax ID #85 - 0342014

Rocky Mountain Association for College Admission Counseling College Fair Guidelines

1. All Alumni must be formally trained and MUST be identified on their name badge.
2. Representatives must arrive on time for the fair, staff booth during fair hours, and must stay for the duration of the program.
3. May only distribute items that have some purpose relevant to the exchange of information between admissions counselor/alumni and student/parent. Examples of relevant items include pens and/or pencils. Items such as candy, prizes, t-shirts, banners, water bottles, highlighters, and key chains are not permitted. Discretion will be used by RMACAC committee members on the relevance of all items.
4. Displays may not exceed 30" in height and 60" in length.
5. Electronic audio and visual equipment not permitted.
6. All interviewing must be confined to each institution's exhibit area.
7. Representatives MUST remain behind the table. No more than three representatives shall staff an institutions booth at any one time.
8. Transactions involving the exchange of moneys are prohibited. This includes but is not limited to drawings, contests, or lotteries.
9. Representatives must register for programs and notify college fair chair of any cancellations one registration is received.
10. Cell phone use by representatives is prohibited.

I have read and understand the RMACAC College Fair guidelines listed above. I and or my representative(s) agree to abide by all rules regarding RMACAC College Fairs and to fully comply with the NACAC Statement of Principles of Good Practice (<http://www.nacac.com/policies.html>).

Printed Name _____

Title _____

Institution _____

Signature _____

Date _____