



SWCOLT

**PURCHASE ORDER REQUEST FORM  
SWCOLT/PLAN 2022**

March 24-26, 2022 – Grand Sierra Resort & Casino - Reno, NV

Conference schedule and complete conference information available online at [www.swcolt.org](http://www.swcolt.org).

**Do not mail or email this form. You must register via our online registration form.**

<b>Registration &amp; payment options:</b>	<ul style="list-style-type: none"> <li>• <b>Credit card:</b> Register at <a href="http://www.swcolt.org">www.swcolt.org</a>.</li> <li>• <b>P.O.:</b> Register and upload PDF of PO at <a href="http://www.swcolt.org">www.swcolt.org</a>. School POs will be invoiced and may be paid by check or credit card.</li> <li>• <b>Check:</b> Payable to SWCOLT Mail to Jocelyn Raught, Executive Director – 14675 N. 90<sup>th</sup> Lane, Peoria, AZ 85381</li> </ul>
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**Use this form ONLY if your school requires a registration form to request a Purchase Order. Once you have a Purchase Order, you may register via the online registration form and upload your PO there.**

Full Name: \_\_\_\_\_ Check here if first time attendee:

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Cell: ( \_\_\_\_\_ ) \_\_\_\_\_ Preferred email:\* \_\_\_\_\_

School Affiliation: \_\_\_\_\_

Assignment: (Circle) Teacher/Professor Administrator Department Chair Student Other

School address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Language/s Taught: \_\_\_\_\_

Level/s Taught (Circle): Elementary Middle Secondary Post-secondary

**Registration Fees:**

➤ Early Bird Rate (through Dec. 31)	<b>\$200</b> (includes Member Reception/Luncheon/SWCOLT 2022 Membership/all sessions)
➤ Presenter Rate (through Dec. 31)	<b>\$200</b> (includes Member Reception/Luncheon/SWCOLT 2022 Membership/all sessions) – <b>Presenters who register after Dec. 31 must pay the Regular Rate.</b>
➤ Regular Registration (Jan. 1-Mar. 15)	<b>\$250</b> (includes Member Reception/Luncheon/SWCOLT 2022 Membership/all sessions)
➤ Onsite Registration (opens Mar. 16)	<b>\$275</b> (includes Member Reception/Luncheon/SWCOLT 2022 Membership/all sessions)
➤ Full Time Student Registration	<b>\$125</b> (includes Member Reception/Luncheon/SWCOLT 2022 Membership/all sessions)
➤ Full Day Pre-conference Workshop	<b>\$110</b>
➤ Half Day Pre-conference Workshop	<b>\$55</b>

**Payment:**

1. Circle the appropriate conference registration fee (above) and enter the amount here:

2. If you selected any Thursday Pre-conference workshops, enter fee/s here:


**NO REFUNDS after March 1, 2022.**  
**See detailed cancelation policy at [www.swcolt.org](http://www.swcolt.org).**

Enter subtotal here:  
Enter total fees here:

**\*Email:** All communications regarding registration will be by email. A valid email address **for the person actually attending the conference** is required.

**NOTE:** In registering, you give SWCOLT permission to use images of you taken during the conference.