

2007-08 *Youth* ENCOUNTER EVENT REGISTRATION

Thank you for registering for a Youth Encounter Event!
Directions and important notes for filling out the registration forms are located on the next page.

A. GENERAL EVENT INFORMATION

Event Name (example: Wichita Quake II; Chicago Zone)

Event Date

B. CHURCH AND CONTACT INFORMATION

Church Name

Denomination (for research purposes only)

Church Street Address

Church Phone

City

State

ZIP

Main Contact's Name

Youth Director Volunteer Pastor

()
Main Contact's Daytime Phone

()
Evening or Cell Phone (circle one)

Main Contact's E-mail (REQUIRED to receive registration confirmation and information)

On-Site Leader's Name (if different than Main Contact)

()
On-Site Leader's Daytime Phone

()
Cell Phone (only used on-site)

On-Site Leader's E-mail

Group Leader's Preferred Method of Contact E-mail Cell Phone Daytime Phone

Check the box if:

- You are a new church to Youth Encounter
- You would like to receive Youth Encounter's monthly e-newsletter
- You would like to receive more information about Youth Encounter's ministries

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CHURCH CONTACT INFORMATION (SECTION B)

If the person registering the group is not going to be on-site at the Event, it is very important that we have contact information for both the main contact and the on-site group leader. Please type or print your e-mail address very clearly. You will not receive a confirmation e-mail if we cannot read your e-mail address.

REGISTRATION FEES (SECTION C)

Early Bird: If you qualify for the Early Bird Discount, fill in the number of participants and their cost on the Early Bird line in section C.

Standard: If you are registering (or adding people) after the Early Bird Discount Deadline and before your Event's Standard Postmark Deadline, fill in the number of participants and their cost on the Standard Registration line in section C.

Late: If you are registering after the Standard Postmark Deadline, please contact the Registrar regarding availability, then fill in the number of participants and their cost on the Late Registration line in section C.

Unused Deposits: If you have fewer participants than originally registered, their deposits cannot be subtracted from your remaining balance. **All deposits are non-refundable.**

ADDITIONAL HOUSING COSTS (SECTION D)

In order to keep your costs as low as possible, the registration fee is based on having each room filled to capacity. If you are unable to fill your room(s) to capacity, please apply any additional housing fees in the appropriate section of the Registration Form.

Quad Housing Events

Three (3) in a room: Additional cost \$60

Two (2) in a room: Additional cost \$110

Quint Housing Events (WI Dells and Des Moines)

Four (4) in a room: Additional cost \$60

Three (3) in a room: Additional cost \$110

Two (2) in a room: Additional cost \$150

Please call the Registrar (1.800.659.6884, ext. 8449) for the cost of having one (1) person in a room.

HOUSING ASSIGNMENTS (BACK PAGE)

Standard room capacity is four (4) people per room (quad housing), except in the Wisconsin Dells and Des Moines, where standard capacity is five (5) people per room (quint housing).

One additional person may be put in each room. Bed space/rollaway beds, linens, and towels will not be provided for the extra person, so please come prepared.

Due to fire codes, most hotels do not allow rollaway beds in rooms with two double beds. Please contact the hotel directly regarding availability and associated costs when you arrive, rather than contacting Youth Encounter.

We recommend at least one (1) Adult Leader for every four (4) youth in attendance. We also encourage you to bring one (1) Junior Guide for every five (5) youth in attendance at a Quake.

Persons assigned to a room must be the same gender, unless they are a married couple or a family.

Youth Encounter respects and supports each church's policy regarding housing assignments.

IMPORTANT NOTES

Please fill out the enclosed Individual Information Form for all participants (middle school youth, high school youth, Junior Guides, and Adult Leaders). Make a copy of your finalized forms for your records.

Mail completed Registration Forms, Individual Information Forms, and one (1) check made out to Youth Encounter for the total **non-refundable deposit** of \$35 for each participant.

Youth Encounter
Attn: Registrar
3490 Lexington Ave N #300
St. Paul, MN 55126
Fax: 651.287.9689

Receipts will be mailed to your main contact at your church's address three (3) weeks before the Event. All Pre-Event materials (Bible studies, sample schedules, restaurant guides, and additional Event-specific information) will be available on your Event's specific page on our website at least one month prior to the Event. Your final balance is due on-site at the Event and may be paid by check, cash, or credit card.

Thank you for registering! If you have any questions, please contact the Registrar at 1.800.659.6884, ext. 8449, or at registrar@youthencounter.org.

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C. REGISTRATION FEES

(Includes program and hotel fees. Meals are on your own.)

Registration Fees (varies by Event)			# of People	=	Total
Early Bird	\$ _____	X	_____	=	\$ _____
Standard	\$ _____	X	_____	=	\$ _____
Late	\$ _____	X	_____	=	\$ _____
_____	\$ _____	X	_____	=	\$ _____
Subtotal C					\$ _____

F. TOTAL PARTICIPANTS

Middle School Youth _____
 High School Youth (Zones) _____
 Junior Guides (Quakes) _____
 Adult Leaders _____
 Total Participants _____
 Total Sleeping Rooms _____

Changes to your housing assignments and/or registration can be made up to four (4) days prior to the Event at www.youthencounter.org/events/changerequest.asp.

D. ADDITIONAL FEES FOR NON-CAPACITY ROOMS

(Select either D1 or D2, only if applicable.)

D1. Quad Housing Events Non-Capacity Room Fees			# of Rooms	=	Total
Three (3) in a room (\$60.00)	X	_____	_____	=	\$ _____
Two (2) in a room (\$110.00)	X	_____	_____	=	\$ _____
_____	X	_____	_____	=	\$ _____
Subtotal D1					\$ _____

D2. Quint Housing Events (Wisconsin Dells and Des Moines Quakes only) Non-Capacity Room Fees			# of Rooms	=	Total
Four (4) in a room (\$60.00)	X	_____	_____	=	\$ _____
Three (3) in a room (\$110.00)	X	_____	_____	=	\$ _____
Two (2) in a room (\$150.00)	X	_____	_____	=	\$ _____
_____	X	_____	_____	=	\$ _____
Subtotal D2					\$ _____

G. SPECIAL NEEDS

Handicap accessible rooms _____
 Additional meeting space _____
 Other _____

H. MAILING INSTRUCTIONS

Mail completed Registration Forms, Individual Information Forms, and one (1) check made out to Youth Encounter for the total **non-refundable deposit** of \$35 for each participant. Please do not use staples or tape when enclosing your check with your forms.

Mail forms and check to:
 Youth Encounter
 Attn: Registrar
 3490 Lexington Ave N #300
 St. Paul, MN 55126
 Fax: 651.287.9689

E. BALANCE DUE ON-SITE

Total Registration Fees (Subtotal C)	\$ _____
Non-Capacity Room Fees (Subtotal D1 or D2, if applicable)	\$ _____
Any previously sent Deposits (\$35 per person)	\$ (-) _____
Enclosed Deposits (\$35 per person)	\$ (-) _____
Balance Due On-Site*	\$ _____

*Not including potential discounts as applicable.

OFFICE USE ONLY

MEM _____
 PSTMK _____
 REC'D _____
 EM _____
 # _____ \$ _____
 # _____ \$ _____

2007-08 *Youth* ENCOUNTER EVENT HOUSING

Check only one (1) box for each person. For high school youth at Zones, check HS. For high school youth at Quakes, check JrG.

MS = Middle School HS = High School JrG = Junior Guides
Qk = Quake Z = Zone

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					

	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
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	FIRST NAME	LAST NAME	<i>MS (Qk)</i>	<i>JrG (Qk)</i>	<i>HS (Z)</i>	<i>Adult</i>
+						
+	WI DELLS AND DES MOINES ONLY					