



# SEEING CLEARLY

Winter Weekend 2018

## Space Request & Deposit Form

Space is limited for this popular event, so completing this form is very helpful for planning purposes.

\_\_\_\_\_ Phone \_\_\_\_\_  
 Contact \_\_\_\_\_ Position \_\_\_\_\_  
 Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_  
 E-Mail Address \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 We request \_\_\_\_\_ spaces for youth and chaperones for Winter Weekend on January 13 - 15, 2018.  
 Spaces Requested: \_\_\_\_\_ x \$10 per space (deposit) = \_\_\_\_\_

**THIS FORM MUST BE POSTMARKED BY FRIDAY, DECEMBER 8, 2017**

This \$10 per space deposit is non-refundable. Your church is committing to the number of spaces indicated, unless you receive a reduced space allocation from the Registrar.

When the final payment is due, if your total numbers have decreased from your confirmed Space Allocation, you forfeit a deposit of \$10 per spot. The enclosed payment will be applied to the total fee for the number of spaces confirmed.

<b>EXAMPLE:</b>	Spaces Requested = 10		10 x \$10		= \$ 100
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	Final TOTAL (if paid by Jan 4th)		9 x \$150		= \$1,350
	Minus Deposit for 9 =		9 x \$10		= <\$ 90>
(with 1 person dropping out from original Space Request)					\$1,260
	Final Amount Due				

After the Friday, **December 8<sup>th</sup> Deadline**, the number of spaces requested will be tallied. If there are more requests than spots available, we will fill these spots on a first-come, first-served basis. You will be notified the week of December 11<sup>th</sup> if we have space available for each of the churches as requested.

**REMEMBER:** If you find you need more spaces than originally requested, or you are a little late in getting organized, call the Youth Event Registrar at (618) 654-2125 or [cpursell@iscucc.org](mailto:cpursell@iscucc.org) after January 4, 2018 to see if space is still available

**Make Check Payable to: Illinois South Conference**

**MAIL TOTAL DUE AND THIS FORM TO REGISTRAR, POSTMARKED NO LATER THAN DECEMBER 8, 2017.**

**MAIL TO: Illinois South Conference \* 1312 Broadway \* Highland, IL 62249**