

REGISTRATION PACKAGE CHECKLIST

Check the materials included in this CONVENTION REGISTRATION PACKET. If you are missing any necessary forms, contact the LaMissTenn KEY CLUB DISTRICT OFFICE at 225/769-9233 or districtoffice@lamisstenn.org.

A. REGISTRATION MATERIALS

WHEN TO FILE:

WHERE TO FILE:

REGISTRATION INFORMATION BOOKLET

67th Annual Convention "AGENDA-IN-BRIEF"

Registration Forms:

- | | | |
|---|---------------|-------------------------|
| <input type="checkbox"/> Registration Summary Sheet..... | 3/16/10 | District Office |
| <input type="checkbox"/> Convention Registration Form | 3/16/10 | District Office |
| <input checked="" type="checkbox"/> Hotel Room Reservation Form..... | 3/16/10 | Natchez hotel of choice |
| <input checked="" type="checkbox"/> Hotel Rooming List..... | 3/16/10 | Natchez hotel of choice |
| <input type="checkbox"/> Convention Authorization Form | 3/16/10 | District Office |
| <input type="checkbox"/> Certificate of Election of Delegates | 3/16/10 | District Office |
| <input type="checkbox"/> Sergeant-At-Arms Report | 3/16/10 | District Office |
| <input checked="" type="checkbox"/> Parental Consent Form & Code of Conduct | 4/16/10 | On-Site Packet Pick-Up |

B. AWARDS & CONTEST MATERIALS

AWARDS & CONTEST INFORMATION (NOTE: This sheet outlines the rules for other contests not listed below, along with information on how to obtain the report forms. Please read carefully!)

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|--|---------------|------------------------|
| <input type="checkbox"/> "Key Facts" Contest Entry Form..... | 3/16/10 | District Office |
| <input type="checkbox"/> Oratorical Contest Entry Form..... | 3/16/10 | District Office |
| <input type="checkbox"/> Impromptu Essay Contest Entry Form..... | 3/16/10 | District Office |
| <input type="checkbox"/> Talent Show Entry Form..... | 3/16/10 | District Office |
| <input checked="" type="checkbox"/> Year-In-Review Contest Cost Sheet | 4/16/10 | On-Site Packet Pick-Up |
| <input checked="" type="checkbox"/> Club Poster Contest Entry Form..... | 4/16/10 | On-Site Packet Pick-Up |
| <input type="checkbox"/> Club Video Entry Form..... | 3/16/10 | District Office |
| <input type="checkbox"/> Sandy Nininger Outstanding Key Clubber Award Nomination..... | 3/16/10 | District Office |
| <input type="checkbox"/> Phil Gugliuzza Outstanding Club President Nomination..... | 3/16/10 | District Office |
| <input type="checkbox"/> Outstanding Club Vice President Nomination | 3/16/10 | District Office |
| <input type="checkbox"/> Outstanding Club Secretary Nomination | 3/16/10 | District Office |
| <input type="checkbox"/> Outstanding Club Treasurer Nomination | 3/16/10 | District Office |
| <input type="checkbox"/> James C. Casserly Award Nomination | 3/16/10 | District Office |
| <input type="checkbox"/> Lawrence C. Catha Outstanding Faculty Advisor Nomination..... | 3/16/10 | District Office |
| <input type="checkbox"/> James A. Smith, II Outstanding Kiwanian Nomination..... | 3/16/10 | District Office |

C. DISTRICT OFFICER CAMPAIGN MATERIALS

ELECTIONS MANUAL

- | | | |
|--|---------------|--------------------|
| <input type="checkbox"/> Statement of Candidacy/Dist. Officer Candidate Bio Info | 3/16/10 | District Office |
| <input type="checkbox"/> Governor/Sec.-Treas. Service Agreement..... | 3/16/10 | District Office |
| <input checked="" type="checkbox"/> Campaign Expense Report..... | 4/18/09 | Candidates Meeting |

D. OTHER MATERIALS

- | | | |
|--|---------------|-----------------|
| <input type="checkbox"/> 2009-2010 Key Club Officer Election Information | 3/16/10 | District Office |
|--|---------------|-----------------|

E. INTERNATIONAL REPORTS – provided by Key Club International, or on-line at www.keyclub.org

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|---|---------------|------------------------|
| <input checked="" type="checkbox"/> Achievement Report – Required Report..... | 4/16/10 | On-Site Packet Pick-Up |
| <input checked="" type="checkbox"/> Single Service Report – Optional Report..... | 4/16/10 | On-Site Packet Pick-Up |
| <input checked="" type="checkbox"/> Major Emphasis Report – Optional Report | 4/16/10 | On-Site Packet Pick-Up |