

Membership Renewal & 2009 Conference Registration Instructions

Follow these easy steps to (a) renew your membership or join for the first time *and* (b) register for the **2009 Fall Conference** in Columbia, SC:

Membership

To renew your membership in SCCTM or join SCCTM, just follow the steps **1 – 6**:

1. Complete the top part of the Membership /Conference Registration form. Your **membership number** is the **five-digit number** from SCCTM (not NCTM) that appeared above your name on your last membership card. Your expiration date appears there also. ***This number is essential for membership and registration data entry, but especially for name and address changes, as it eliminates duplicate membership records.*** The Postal Service has informed us that we must have your **nine-digit ZIP+4** code to continue to use our bulk rate permit. If you're not certain of the last four digits, you can find them on most mailings from utility companies (power, gas, phone, etc.).
2. The phone number you give us is published in a limited distribution membership list. If you do not want your home number printed, then give us your school, work or cell number and check the appropriate box.
3. Fill in up to **two e-mail address (school & home)**, the school or office where you work, the county where you are employed, and the **name** of your Math & Science Regional Center. *Your e-mail address will not be sold or given for mass mailing purposes, but may be used by officers, committee chairmen, and Corporate Sponsors to contact you.*
4. Select the level or levels of interest that fit your job or professional development. These are used for special interest mailings, such as Institute announcements, etc.
5. Check whether you are joining SCCTM for the first time, rejoining after an absence of a period of time, or renewing your membership from last year.
6. ***Check the amount you are paying, usually \$15.00, but a three-year membership is available for only \$40.00, saving you \$5.00. Full-time students and retired educators can join for \$10.00 a year or \$25.00 for three years (also saving \$5.00), or you can buy a Life Membership for \$315.00.***

We do not accept credit cards!

SPECIAL NOTICE: Only the new 2009 Registration Form can be honored. If you use a form from a prior conference, it will be returned to you. Membership dues have not increased for 2009!

Conference Registration

Registering for the Fall Conference couldn't be simpler. ***One registration fee covers everything!*** Just follow step 7:

7. Check the registration amount you are including. ***Note the September 30, 2009 deadline to take advantage of the SCCTM's Regular and avoid Late Conference Registration pricing!***
8. Transfer the amount(s) you are paying to the ***Payment Summary*** section of the form.

Completing the Form

Follow step **9** for all uses of the form:

9. You can include a donation to the SCCTM Scholarships or All State Math Team, if you wish. Identify which you are giving to, add the amount you are paying, and fill in the total.

Complete your check for the amount due. Mail the completed form and payment to the address on the form.

Your canceled check will be your receipt for membership dues. All conference materials can be picked up at the Conference beginning on Wednesday afternoon, October 21, 2009. *Periodic emails will be sent to notify you that your registration form has been received and processed. You may get several emails as we notify more attendees.* Membership cards will be mailed after the conference to include any on-site membership payments, etc.

Please check your form ***carefully***. *Incorrect or incomplete forms will slow the registration process, while incomplete or incorrect addresses make accurate mailings impossible.* Forms **without** complete payment **or** an official purchase order will **not** be processed!

NOTE: Districts and schools can FAX a purchase order, along with completed registration forms, to:

1-866-466-1634

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Do Not Mail Hotel Registrations to SCCTM. Sending a hotel request with your conference registration may prevent you from getting the room you want, since we'd have to return it.

Please do not use staples!!

MEMBERSHIP & FALL CONFERENCE 2009 REGISTRATION FORM

* * Complete one form per membership renewal or conference attendee! * *

MEMBERSHIP INFORMATION: (Please type or print legibly)

NAME: _____ POSITION: _____ MEMBER# _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP+4: _____ - _____

PHONE: (_____) _____ [] HOME, [] CELL, [] SCHOOL, or [] WORK

E-MAIL ADDRESS: _____

Alternate E-MAIL: _____

SCHOOL: _____

COUNTY OF EMPLOYMENT: _____ Math/Science CENTER: _____

LEVEL(S) OF INTEREST: [] Primary (K - 2) [] Elementary (3 - 5) [] Middle/Jr. High (6 - 9)
 [] Secondary (9 - 12) [] College

CHECK MEMBERSHIP TYPE: [] RENEWAL or [] REJOIN or [] NEW

& MEMBERSHIP \$\$: [] Regular: \$15.00 (1 year)
 [] Regular: \$40.00 (3 years)
 [] Life: \$315.00 (one time payment)
 [] Student or Retired: \$10.00 (1 year)
 [] Student or Retired: \$25.00 (3 years)

If paying membership only, transfer the amount to the MEMBERSHIP ONLY section below. If Life or paid beyond 2009, mark Life or NA there. Fill in the appropriate portion of the registration section of the Payment Schedule below to complete your conference registration.

PAYMENT SCHEDULE				AMOUNT INCLUDED
MEMBERSHIP:	1-Year	3-Years	Life	
[] Regular	\$15.00	\$40.00	\$315.00	\$
[] Student/Retiree	\$10.00	\$25.00		\$
REGISTRATION:	REGULAR until 9/30/09	LATE after 9/30/09	ONE DAY ONLY Thrs [] or Fri []	
[] Nonmember	\$75.00	\$85.00	\$55.00	\$
[] Active Member (Reg/Ret/Life)	\$55.00	\$65.00	\$35.00	\$
[] Student	\$30.00	\$35.00	\$20.00	\$
DONATIONS:				
[] SCCTM Scholarship Fund				\$
[] All State Math Team				\$
TOTAL PD:				\$
[] p ck or [] s ck or [] d ck No. _____ [] Cash or [] Money Order				

Mail completed form to:
SCCTM, PO Box 31911, Charleston, SC 29417-1911
 Registrants will be notified by email when their form has been processed. Receipts and name badges will be available for on-site pickup only. **NO FORMS WILL BE PROCESSED UNLESS CORRECT PAYMENT OR OFFICIAL Purchase Order IS RECEIVED!!!**

We DO NOT accept credit cards. Please DO NOT use staples!