REGISTRATION FORM

**OSFA Annual Conference and Business Meeting – MAY 26th**

**DATE:** Wednesday, May 26, 2021 TIME: 8:30 a.m. – 4:30 p.m.

**LOCATION:** Virtual Conference

**Instructions:** Please fill out the registration form and class selection form and return with payment to:

**OSFA, c/o Class Act Event Coordinators, P.O. Box 4122, Salem, Oregon 97302**

**Phone: (503) 371-8904; Fax: (503) 589-9166 or email to** [**susan@classactevents.net**](mailto:susan@classactevents.net)

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| *Name:* |  | | | |
| *Working Title:* |  | | | |
| *Agency Name:* |  | *Agency Number:* | |  |
| *Mailing Address:* |  | | | |
| *E-mail:* |  | *Daytime Phone:* |  | |

**Annual Conference Registration**: Fee includes, annual OSFA Governmental Membership (valid for 1 year), and 7 hours CPE credit.

**$160** – Any governmental fiscal employee

**$135***–*Any full or part-time student, not a *governmental employee*

**$190** – Any other person not eligible for Governmental or Student Membership

**Annual Renewals and New Memberships**

**$30 Governmental Membership** - Any governmental fiscal employee

**$15 Student Membership** - Any full or part-time student, not a governmental employee

**$90 Associate Membership** - Any other person not eligible for Governmental or Student Membership

**WE ARE ACCEPTING SPOTS CARD PAYMENTS OVER THE PHONE! Contact Class Act at (503) 371-8904**

We have updated our registration procedures. *We are no longer accepting PURCHASE ORDERS*. Attendance will be denied if payment is not received prior to the conference. We will send out a confirmation email when registration and payment have been received. If you do not receive confirmation, please contact Class Act Events.

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| Summary Section |

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| ***Annual Conference Registration*** *(includes one year’s membership fee)* | **$** |
| ***Annual Renewals and New Memberships***  *\*OSFA Membership Fee only (if you can’t attend the May 26th Virtual Annual Conference)* | **$** |
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| *Total Enclosed:* | **$** |

*Please make checks payable to OSFA (Tax ID Number: 94-3099572)*

*\*OSFA Membership Fee: If you are not able to attend this year’s annual conference, but would like to renew your annual OSFA Membership for the 2021/2022 year, please indicate the appropriate membership fee and return this form with your payment.*

***Cancellation/Refund Policy***

For all cancellations, a written refund request must be received either fax dated or postmarked 7 or more days before the Conference. There will be a $15.00 cancellation fee. Cancellations received 14 or fewer days prior to the seminar will be charged a $50.00 cancellation fee or, without penalty you may send a substitute. Requests for refund on or following the seminar date cannot be honored.Refunds will be returned to state agency/individual issuing original payments.Annual membership fee will be retained.

**One registration form per attendee per conference please.**

**PLEASE COMPLETE THE CLASS SELECTION FORM BELOW**

**Class Selections- Please select one class from each breakout session**

Opening remarks will begin at 8:15am, followed by a keynote address at 8:30am. Please select ONE class in each breakout section you plan to attend.

**Keynote Speaker:** Bill Martin w/ OEM **–** Operations and Preparedness Section, Oregon Office of Emergency Management

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| Breakout Session #1 9:45 – 11:00a.m. |

**\_\_\_\_\_\_\_** **Breakout Session 1 – Option 1 Keynote Follow UP,** presented by Bill Martin

**\_\_\_\_\_\_\_ Breakout Session 1 – Option 2 Intro to OBIEE,** presented by Aaron Wallace

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| Breakout Session #2 11:15 – 12:30p.m. |

**\_\_\_\_\_\_\_ Breakout Session 2 – Option 1 Unclaimed Property,** presented by Andrea Messer & Pam Klecker

**\_\_\_\_\_\_\_ Breakout Session 2 – Option 2 Intro to OBIEE,** presented by Aaron Wallace (repeat session)

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| Breakout Session #3 1:45 – 3:00p.m. |

**\_\_\_\_\_\_\_ Breakout Session 3 – Option 1 Records Management for Modern Communications,** presented by Kris Stenson & Kelsey Quinn

**\_\_\_\_\_\_\_ Breakout Session 3 – Option 2 Oregon Savings Growth Plan,** presented by Julia McDevitt

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| Breakout Session #3 3:15 – 4:30p.m. |

**\_\_\_\_\_\_\_ Breakout Session 3 – Option 1 Interviewing Skills,** presented by Tricarico Cla

**\_\_\_\_\_\_\_ Breakout Session 3 – Option 2 State Government Ethics,** presented by Monica Walker

***Submit this registration form and payment to: OSFA, c/o Class Act Event Coordinators***

***P.O. Box 4122 / Salem, OR 97302. Fax: (503) 589-9166*** [***susan@classactevents.net***](mailto:susan@classactevents.net)