

REGISTRATION INSTRUCTIONS – 2011 PACIFIC YEARLY MEETING

Registration is by mail and payment is by check. This simplifies the process and reduces costs. Friends outside the U.S. should contact the Registrar for options.

Family Last Name: Agree on one last name by which we will file your record.

Name: Complete one line for each person, including an email if available. We will email registration confirmation and advance documents to the first person listed.

Age: Please provide each person's age. We need this information for both program and facility-use planning. We will not intentionally reveal your age.

Worship-Sharing Groups: We encourage participation in these small daily groups, especially if this is your first PYM. Check the box if you are registering for the entire week and wish to be in a continuing group. Enter "C" if you are a couple and want to be in a continuing couples' group. Do not check the box for children and teens, or if you are registering for less than the entire week. Sign-up for these will be at PYM.

Housing: If you are staying overnight, you may register for the entire week or for any number of consecutive nights. If you expect to be gone one or more nights in the middle of your stay, fees will remain the same as if you were in the dorm those nights.

Rooms: The dorms have both single and double rooms. If you want to be in a double room, tell us your roommate preference. We do not know how well the availability of single and double rooms will fit with Friends' wishes. Some who would prefer a single room may have to share: the converse may also be true.

Children: Children entering eighth grade or below will be housed in their parent's room or in adjacent rooms. If there are not enough beds in a room, some will sleep on the floor and will need a sleeping bag and/or pad.

Teens: Parents have the option of having older teens stay in the parent's or adjacent rooms, or in separate girls' and boys' teen lounges. Indicate your choice. If in the teen lounge, a sleeping bag will be required.

Linens: The room charges do not include sheets, bedding or towels. You may bring your own or rent a set for \$2.50 per night.

Day Attenders: You may register only for the entire week, with or without meals. The meal option includes 3 meals per day, or you may purchase individual meals at the door. You need not register or pay a fee for attending Meeting for Memorials.

Fees: Enter the cost for each person at the end of the row. Add up the fees for all people in your family and any linen charges. Enter this amount under "Total Fees."

Early Discounts and Late Fees: Add or subtract late fees or early registration discounts if applicable. (See the registration form for amounts.) For the discount, the form and full payment (less expected reductions from scholarships or teacher reimbursements) must be postmarked no later than June 1, 2011. Registration forms postmarked July 1, 2011 or later will be assessed the late fee.

We cannot guarantee registrations postmarked July 1, 2011, or later as we must give attendance information to the college in advance.

Donations: Donations help provide scholarships for Friends who cannot attend PYM without financial assistance. Add "Donations" and "Sub-Total" to get the "Total Due."

Work Scholarships: If a member of your family expects a scholarship or reduced fees for working with the Children's Program or Junior Yearly Meeting, enter the amount here.

Amount Enclosed: You may enclose as little as 25%. Your balance will be due upon arrival at PYM. It makes registration simpler if you pay all your fees in advance.

Balance Due: This is the amount you will pay when you arrive at PYM.

Refunds: Full refunds are available through July 1, 2011. Cancellations made after this date will be charged a \$100 fee.

Scholarships: Assistance is available and you are encouraged to apply on the separate Scholarship Request form. It is best to do this promptly so you can take advantage of the early registration discount. Also, if funds become limited, requests will be considered in the order they were received.

You first should submit the form to the appropriate committee in your Monthly Meeting (M&O, M&C, etc.). Monthly Meetings can request additional funds from PYM to supplement the support they offer. The forms must be submitted to PYM by June 30, 2011. Your Monthly Meeting's deadline will be before that. Ask your Monthly Meeting clerk when.

You may submit your registration form to PYM even if you are still waiting for an answer on your scholarship request. Enter the anticipated scholarship amount and pay any remaining estimated balance with your registration.

Friends who are not members or attenders of a Monthly Meeting, or who have other special circumstances relating to financial assistance needs, should see the scholarship application form for contact information.

Mail the completed registration form, children's/Junior Yearly Meeting documents, and your check or money order, payable to Pacific Yearly Meeting, to:

Pacific Yearly Meeting Registration
c/o Berkeley Friends Meeting
2151 Vine Street
Berkeley, CA 94709-1533

If you will be arriving by plane, bus, or train and need transportation from the depot, contact Kate Carpenter in advance at (626) 793-9989 or email her at quakeremail@gmail.com.

Questions? Call Joe Magruder, the Berkeley Meeting Registration Team coordinator, at (510) 528-9366, or email him at joemagruder@juno.com.

Pacific Yearly Meeting Registration - July 25 to 30, 2011 - Claremont McKenna College

Please read the instructions on both sides before attempting to complete this registration form.

Family Last Name for Filing _____
 Address _____
 City/State/ZIP/Country _____

Home Phone _____
 Cell Phone(s) _____
 Meeting/Worship Group _____

Names - as you want them on your name tags	Last Name	First Name	Email address	First PYM?	Gender	Age	School grade Fall 2011	W-S Groups (note A)	Volunteering (note B)	Overnight Attenders			Day Attenders	Cost for this person
										Lodging (note C)	Linens?	Arrival Day	Departure Day	

Notes:

- (A) Check the *Worship-Sharing* box if you want to participate in worship sharing and can attend every day.
- (B) Every adult attender is asked to volunteer a minimum of three hours in one of the following areas:
 (1) Registration, (2) Secretariat, (3) Children's Program, (4) JYM, (5) Bookstore..

(C) Overnight lodging types:

	Full Time		Part Time (per day)	
	No Linens	Linens	No Linens	Linens
(1) Adult	\$625	\$637.50	\$130	\$132.50
(2a) Teen age 13 to 17 - in dorm	\$350	\$362.50	\$75	\$77.50
(2b) Teen age 13 to 17 - in teen lounges	\$350	n/a	\$75	n/a
(3) Child - age 6 to 12	\$200	\$212.50	\$45	\$47.50
(4) Child - age 0 to 5	free	free	free	free
Costs include three meals: dinner, breakfast and lunch				
Linens including including sheets, blankets and towels are not included, but may be rented from the college for \$2.50 per night.				
They must be reserved in advance (by checking the box in the "Linens?" column above).				
(D1) Day attendance (three meals per day)	\$360		\$80	(Children 6-17: \$45)
(D2) Day attendance (no meals)	\$210		\$45	(Children 6-17: \$15)

Early Discount (per person)

- Adults in Dorms: \$25
- Children & Teens: \$10
- Commuters: \$10

Late Fees (per person)

- Adults in Dorms: \$25
- Children & Teens: \$10
- Commuters: \$10

Total Fees	=
Early Discount	-
Late Fee	+
Sub Total	=
Donation	+
Total Due	=
Expected Assistance	-
Amount Enclosed	-
Balance Due	=

Roommate Preferences: _____

Special Needs:

- () I/we need a first floor room (I/We cannot use an elevator)
- () I/we need to have beds lowererd to about 18 inches from college standard of 4 feet
- () I/we need a wheelchair accessible room
- () I/we need a special diet (other than vegetarian): _____
- () I/we have other special needs: _____

Name and Meeting of sponsor for minor attending without parent
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Other Important Notes - Read before mailing form:

- * Mail the registration form and your check, payable to *Pacific Yearly Meeting*, to: Pacific Yearly Meeting Registration, c/o Berkeley Friends Meeting, 2151 Vine Street, Berkeley, CA 94709-1533
- To avoid even higher fees, we are not accepting electronic registrations or credit card payments this year.
- * Minors: Registrations for persons under age 18 will not be accepted unless accompanied by signed and completed: "Medical Release Form and Field Trip Permission for Minor," "Medical History and Information," and, if Grade 9 or above, "JYM Community Expectations" forms. These are available on the PYM web site.
- * Scholarship assistance information and forms are available on the PYM web site.
- * All fees (except expected scholarship assistance) must be paid in full before 6/1/11 for the early discount. Registration forms postmarked 7/1/11 or later will be assessed the late fee.