



# 109th Annual Session of the National Baptist Congress of Christian Education

Dallas, Texas • June 16-20, 2014

## President

Dr. George W. Waddles, Sr.

## Dean

Dr. Elliott Cuff

## General Secretary

Dr. Doretha P. Johnson

Dr. Julius R. Scruggs, Convention President

## Instructions for Completing the Registration Form

### **SECTION 1 – CATEGORY**

Place a check (✓) in the box to the left of the category that matches the number of delegates who will be attending from your organization.

Pastor, children and youth attendees, National Congress faculty and staff must be included in your delegate count.

**DO NOT INCLUDE ANY OF THE FOLLOWING SPECIAL FEES WITH YOUR REGISTRATION FEE AS THEY ARE TO BE PAID ON SITE:**

- Minister's Division
- Laymen's League
- Children and/or Youth Rally
- Special or Advanced Projects (Lucie Campbell Music Workshop, Secretary/Clerk, etc.)
- Any other sessions requiring additional fees

**NOTE: All National Congress faculty (CF), Dean's staff (DS) or other Congress staff (CS) MUST register with an organization with the minimal registration fee of \$500.00 (for example, a Category 1 or above church).**

### **SECTION 2 – ORGANIZATION IDENTIFICATION**

(Please type or print legibly.)

**Date** – the date that the form is being completed (pre-registration) or submitted on site.

**Number of Delegates** – the number of delegates that are listed in Section 3 of this form

**Church/Congress/Individual Name** – the complete name of the organization or person that is being registered, either a church, District/State Congress or single (1) delegate

**Church Address** – the complete address for the church

**Alternate Mailing Information** – the complete name and address to return the pre-registration materials (receipt, badges, admit cards) if different from the church address

**Phone, FAX and email** – include area codes and complete email address

**District Association, State Convention, State President** – include this information if affiliated

### **SECTION 3 – COURSE SELECTION FORM (Please type or print legibly.)**

Provide delegate name and class selected from Course booklet – include a first and second choice. Pastor, children and youth, National Congress faculty and/or staff must be included in this section.

For Congress Staff put "CS" as the course name; for Dean's Staff put "DS"; or for Congress Faculty put "CF" as the course name, not the name of the course they teach.

For more than 15 delegates, please duplicate page 4 as needed.

### **REFUND/RETURNED CHECK POLICY**

No refunds will be granted to pre-registered churches. However, those churches unable to attend the Congress due to unforeseen circumstances may be given credit on next year's Congress registration only. Requests for credit must be sent to the Registration Office and postmarked no later than July 5, 2014.

In order to receive a credit, the church must return all registration materials including badges, class admit slips and receipts to the Registration Office. No partial credit will be given to churches failing to send the total number of delegates pre-registered. If your check is returned by the bank for any reason, the new payment must be made by money order or certified check.

### **On-Line Registration**

Register online at [www.nationalbaptist.com](http://www.nationalbaptist.com)  
Online registration for the 2014 Congress of Christian Education will be available through May 31, 2014  
Visa and MasterCard charge cards accepted.



# National Baptist Congress of Christian Education June 16-20, 2014

## Pre-Registration Deadline – April 30, 2014

Please complete Sections 1, 2 and 3 of this Registration Form (see page 1 for instructions) and mail along with your check or money order made payable to: **National Baptist Congress**.

Mail to: National Baptist Congress Registration, P. O. Box 769, Fort Mill, SC 29716.

If you have not received your badges and other materials in 21 days or if you have questions, please call 803-396-0805.

**Section I** – Please Select and check one of the following categories:

Check 1	Category	Number of Delegates	Registration Fee
	A1	100 or more delegates	\$1,200
	A2	75 – 99 delegates	\$1,000
	A3	50 – 74 delegates	\$900
	A4	25 – 49 delegates	\$800
	A5	11 – 24 delegates	\$700
	1	7 – 10 delegates (required level for faculty and staff)	\$500
	2	4 – 6 delegates	\$400
	3	1 – 3 delegates	\$350
	District	Up to 3 delegates (\$25 for each additional delegate over 3)	\$550
	State	Up to 5 delegates (\$25 for each additional delegate over 5)	\$700
	Individual	1 delegate	\$175

**Section 2** – Organizational Identification – **PLEASE TYPE OR PRINT LEGIBLY**

Date: \_\_\_\_/\_\_\_\_/2014 Number of Delegates \_\_\_\_\_

Church, Congress or Individual Name: \_\_\_\_\_

Pastor's or President's Name: ( ) Rev. ( ) Dr. \_\_\_\_\_

Church Address: \_\_\_\_\_  
(P.O. Box or Street Address) (City/State/Zip)

Phone # \_\_\_\_\_ Fax# \_\_\_\_\_ Email \_\_\_\_\_

**Alternate Mailing Information** (to receive Registration Materials, if different from above):

Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(P.O. Box or Street Address) (City/State/Zip)

District Association: \_\_\_\_\_

State Convention: \_\_\_\_\_ State President: \_\_\_\_\_

**FOR OFFICIAL USE ONLY** (Do not complete the section below. Congress staff will complete certification.)

Amount Received \$ \_\_\_\_\_ Check \_\_\_\_\_ Money Order \_\_\_\_\_ Cash \_\_\_\_\_ Ref. # \_\_\_\_\_

Date Received \_\_\_\_/\_\_\_\_/\_\_\_\_

Greeter Initial: \_\_\_\_\_ Cashier Initial: \_\_\_\_\_ Data Entry Initial \_\_\_\_\_ Congress ID# \_\_\_\_\_

**2014 NATIONAL BAPTIST CONGRESS OF CHRISTIAN EDUCATION**

**SECTION 3 – COURSE SELECTION FORM**

**Name of Organization (church, district or state):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**PLEASE PRINT OR TYPE LEGIBLY**

<b>Delegate's Name (Title, First Name, Middle Initial, Last Name)</b>	<b>First Choice Course #</b>	<b>First Choice Course Name (See Course Booklet)</b>	<b>Alternate Course #</b>	<b>Alternate Course Name (If First Choice Is Not Available)</b>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

**2014 National Baptist Congress Registration**

**Organization Name:** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_

**PLEASE PRINT OR TYPE LEGIBLY**

<b>Delegate's Name (Title, First Name, Middle Initial, Last Name)</b>	<b>First Choice Course #</b>	<b>First Choice Course Name (See Course Booklet)</b>	<b>Alternate Course #</b>	<b>Alternate Course Name (If First Course Is Not Available)</b>
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

**Refund/Returned Check Policy:**

- No refunds will be granted to pre-registered churches. However, those churches unable to attend the Congress due to unforeseen circumstances may be given credit on next year's Congress registration only. Requests for credit must be sent to the Registration Office and postmarked no later than July 5, 2014.
- In order to receive a credit, the church must return all registration materials including badges, class admit slips and receipts to the Registration Office.
- No partial credit will be given to churches failing to send the total number of delegates pre-registered.
- If your check is returned by the bank for any reason, the new payment must be made by money order or certified check.