| ATTENDEE INFORMATION |
| --- |
| **FULL NAME (AS ON ID):** |       |
| **DATE OF BIRTH:** |       |
| **WORKSITE:** |       |
| **TEACHING ASSIGNMENT:** |       |
| TRAVEL AND LODGING INFORMATION |
| **CLASS/CONFERENCE NAME:** |       |
| **COURSE PURPOSE/ASSOCIATION** |       |
| **COURSE DATE:** |       |
| LODGING INFORMATION |
| **HOTEL/LODGING NEEDED:** | Yes [ ]  NO [ ]  |
|  **LODGING ARRIVAL DATE:** |       |
|  **LODGING DEPARTURE DATE:** |       |
| TRANSPORTATION |
| **FLIGHT RESERVATIONS NEEDED:** | Yes [ ]  NO [ ]  |
|  **DEPARTURE DATE:** |       |
|  **RETURN DATE:** |       |
| RENTAL CAR INFORMATION |
| **RENTAL CAR NEEDED:** | Yes [ ]  NO [ ]  |
|  **PICK UP DATE & TIME** |       |
|  **RETURN DATE & TIME** |       |
|  |

**SUBMIT VIA EMAIL TO KRISSY MAHAN @** **kmahan@kpbsd.k12.ak.us**