



**32nd National Conference on  
Preventing Crime in the Black Community  
June 1-2, 2017**



**CONFERENCE REFUND REQUEST**

*Attention: Refund Request must be received by May 5, 2017. All Refund Request received after May 5, 2017, will be processed on a case by case basis. Only one person per form, you cannot place multiple refunds on one form or it will be returned to you.*

**Registrant's Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_ **Middle Initial:** \_\_\_\_\_

**Agency/Organization:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**Reason for Request:** *Please select one.*

- Registrant unable to attend conference.       Registration received too late for this conference.  
 Check improperly issued (i.e., wrong payee).       Other: Overpayment Amount \_\_\_\_\_

**Information required to process refund:**

*Please select either State Agency, Individual or Other and complete the requested information for your selection. This information is required for request to be processed.*

**State Agency:** Agency Name: \_\_\_\_\_ **FEID #:** \_\_\_\_\_

**Individual:** Individual's Name: \_\_\_\_\_ **SSN:** \_\_\_\_\_

**Other:** Organization Name: \_\_\_\_\_ **FEID #:** \_\_\_\_\_

**Please indicate where the payment should be sent:**

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

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Text State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Please select one of the following types of registration:** *Please select only one.*

**Adult Registration**

|                     |          |
|---------------------|----------|
| Registration Fee:   | \$265.00 |
| Administrative Fee: | -\$25.00 |
| Total Refund Due:   | \$240.00 |

**Teen Registration**

|                     |          |
|---------------------|----------|
| Registration Fee:   | \$150.00 |
| Administrative Fee: | -\$25.00 |
| Total Refund Due:   | \$125.00 |

**Vendor Registration**

|                     |          |
|---------------------|----------|
| Registration Fee:   | \$320.00 |
| Administrative Fee: | -\$25.00 |
| Total Refund Due:   | \$295.00 |