

AGENDA
Newly Elected Officials Institute
March 2-3, 2012
UGA Tifton Campus Conference Center (RDC)

Thursday, March 1

4:00pm-5:30pm Pick up Registration Packet (you may wait until Friday morning to do this, if you desire.)

Friday, March 2

Please eat breakfast at your hotel

8:00am-8:45am Pick up Registration Packet if you didn't on Thursday evening

9:00am-5:00pm Welcome
Orientation
Legal Issues
Ethics
Lunch (attendance required)
City Government 101
Taxation Issues
Land Use and Planning and Zoning

5:00pm-5:45pm Networking Reception

5:45pm-7:00pm Dinner (attendance required)

Saturday, March 3

Please eat breakfast at your hotel

8:15am-NOON Financial Policies
Personnel-Opportunities and Liability
The Leadership Challenge

Program Adjourns

* Dress for all sessions is casual. Business casual is appropriate for dinner.

REGISTRATION FORM
Newly Elected Officials Institute
March 2-3, Tifton

Name: _____

Title: _____ Email: _____

Address: _____

City: _____ Zip: _____

Phone: _____ Fax: _____

Registration:

\$325 registration fee includes instructional costs and materials, planned meals and refreshment breaks. Please note that **this registration DOES NOT include your spouse**. Spouses may purchase tickets to meal events at the registration desk when you pick up your registration package. This fee also does not include lodging.

Method of Payment:

Check (to GMA) Visa MC AMEX

Credit Card Number: _____

Exp. _____ Signature: _____

PLEASE AVOID PROBLEMS BY REGISTERING EARLY. HOTEL ROOMS DO FILL UP QUICKLY!

Please call Comfort Inn and Suites at 229-382-8250, or Country Inn & Suites at 229-382-8100, both with a GMA rate of \$65. These two hotels are next door to each other and both are relatively new and offer free breakfast.

Return to Janice Eidson by faxing to 678-651-1021 or mailing to P.O. Box 105377, Atlanta GA 30348 as soon as possible. Classes will be limited to 275 people and will fill quickly, so please do not wait. Any cancellations must be made at least two weeks before the event to receive a refund.