



CANADIAN ORGANIZATION  
OF CAMPUS ACTIVITIES  
**2017 NATIONAL CONFERENCE**

June 11 – June 15, 2017

**School Registration Form - Page 1**

Return this application with payment to: “**Canadian Org’n of Campus Activities**”

509 Commissioners Rd. W., Suite 202, London, ON N6J 1Y5

Phone: (519) 690-0207 / Fax: (519) 681-4328 / E-mail: cocaoffice {at} coca.org

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

Association or Department: \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel: \_\_\_\_\_ General Email : \_\_\_\_\_

Please list the names of all delegates from your school. In order to register delegates in categories 2 & 3 below, you must register at least one (1) full delegate in category 1.

**N.B. Delegates under 19** may be restricted from access to showcases held in licensed establishments depending on provincial liquor laws and the establishment’s internal rules. COCA will make every effort to accommodate them. Beside delegate name, please indicate age of any delegate who will be under 19 as of June 11, 2017. Thank you.

**N.B.** Please note any **special dietary needs** (e.g. vegetarian, vegan, kosher, halal, etc.) beside delegate’s name.

<u>First &amp; Last Name</u>	<u>First Name or Nickname for Top of Badge</u>	<u>Title/Position</u>	<u>Previous COCA’s Attended?</u>	<u>E-mail Address</u>
<b>1. FULL DELEGATES:</b>				
Primary Full Delegate:				
_____	_____	_____	_____	_____
Additional Full Delegates:				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

<b>2. VOLUNTEER DELEGATES (volunteer ½ time at Conference – see flyer):</b>				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

<b>3. DAY PASS DELEGATES (indicate day attending):</b>				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

<b>4. COCA DELEGATES <u>ALSO</u> REGISTERING FOR CHMA Conf. (June 12-16 - add fees on Page 2):</b>				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

N.B. Please also complete Page 2 of this form and keep a copy of both pages for your records.



# COCA National Conference 2017

## School Registration Form – Page 2

(all fees are subject to Ontario HST tax)

Name of School: \_\_\_\_\_

N.B. Delegates under 19 may be restricted from access to showcases held in licensed establishments depending on provincial liquor laws and the establishment's rules. COCA will make every effort to accommodate them.

### MANDATORY REGISTRATION

– Each school must register at least one (1) full delegate:

Conference Delegate Fee - \$515 per delegate (\_\_\_ x \$515/per) = \$ \_\_\_\_\_

Includes delegate kit with Conference Manual and Full Conference Pass to all conference events including Education Sessions, Trade Show, Showcases and 4 meals: 2 lunches and 2 dinners including the Awards Banquet.

### OPTIONAL ACTIVITIES & OTHER REGISTRATIONS

Exodus Escape Rooms Experience (Sun, June 11, 11:30 am) (\_\_\_ x \$30/per) = \$ \_\_\_\_\_

Test your skills with a variety of games, puzzles and clues to escape from the room. 90 minute session with pizza lunch. Meet in hotel lobby. <http://exoduslondon.com/>

East Park Amusement Day (Sun, June 11, 11:30 am start) (\_\_\_ x \$50/per) = \$ \_\_\_\_\_

Summer Extreme Day Pass includes: Waterpark, Mini golf, Go-Karts (2 rides), bucket of balls for Driving Range, 1 rock climb, 3 bumper car rides, 1 token for the batting cages. Shuttle departs East Park at 4:30 pm for hotel. <http://www.eastparkgolf.com/>  
(N.B. Refund policy below also applies to optional activities.)

Volunteer Delegate Fee (\_\_\_ x \$305/per) = \$ \_\_\_\_\_

N.B. Limited space available on first come, first served basis – please contact the COCA office in advance to reserve space in Volunteer Delegate Program. Only available if school registers at least one Full Delegate. This fee includes Conference Manual, access to all conference events when not on duty, and all conference meals. Participants will serve as volunteers for ½ the conference schedule. Register by June 1.

Partial Delegate Fees (Day Pass - \$150 per day) (\_\_\_ days x \$150/day) = \$ \_\_\_\_\_

(For delegates not able to attend entire conference. Please specify number on each day.)

Tuesday \_\_\_ / Wednesday \_\_\_ / Thursday \_\_\_ / Friday \_\_\_ / Saturday \_\_\_ /

COCA Delegates also registering for CHMA Conf. (\_\_\_ x \$225/per) = \$ \_\_\_\_\_

(CHMA runs Mon. to Fri., June 12–16, 2017 in London - see [www.chmaonline.com](http://www.chmaonline.com) – Events)

**MEMBERSHIP FEE** (1st Membership: \$350/school / \$205 for 2<sup>nd</sup> campus or dept. non-voting membership)

(Mandatory – must be paid if not yet renewed in 2016 – pls. attach M'ship form with any updates) + \$ 350.00

(N.B. To check membership status, contact COCA head office: 519-690-0207 or "Contact" at [www.coca.org](http://www.coca.org))

SUB-TOTAL SUBTOTAL \$ \_\_\_\_\_

Add: Ontario HST @ 13% (HST # 87208 5493 RT0001) + 13% HST \$ \_\_\_\_\_

TOTAL PAYABLE TOTAL \$ \_\_\_\_\_

To be Paid by:  Cheque payable to "Canadian Org'n of Campus Activities" **OR**  Visa  MasterCard  Amex

Card #: \_\_\_\_\_ Expiry: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Authorization: \_\_\_\_\_

(N.B. Your signature or typed name authorizes COCA to charge "TOTAL" above to your credit card.)

We advise against sending credit card numbers by email. If returning this form by email, you may leave credit card numbers blank and send separately by fax or phone. Please keep a copy of this form for your records.

Send completed form (pages 1 & 2), plus payment in full to:

COCA, 509 Commissioners Rd. W., Suite 202, London, ON N6J 1Y5 Tel: 519-690-0207 Fax: 519-681-4328

COCA Refund Policy: In the event of cancellation, these fees are fully refundable until May 10, 50% refundable until May 24, and not refundable after May 24. E-mail: "Contact" at [www.coca.org](http://www.coca.org)