

Board of Directors Registration Form – Board Use Only 2021 NCSG Virtual Convention • June 14-17

Company _____
 Address _____
 City, State ZIP _____
 Phone _____
 Email _____

Check here to opt-out to email from exhibitors.

Board Member Name _____ COMPLIMENTARY
 Individual Email Address _____
 T-Shirt Size _____
 Spouse Name _____ COMPLIMENTARY
 Individual Email Address _____
 T-Shirt Size _____

2021 Convention Patch (\$3/each) Qty: _____ **Patch Total \$** _____
GRAND TOTAL \$ _____

MAIL TO: National Chimney Sweep Guild
 1255 SW Prairie Trail Pkwy Ankeny, IA 50023
FAX TO: (317) 837-5365
CALL: (317) 837-1500
EMAIL: bburton@ncsg.org

Payment Method: Check # _____
 Visa MC AmEx

Account # _____
Card Security Code _____ **Exp.** _____
Name on Card _____
Signature _____

Office Use: O2CR/C2F **AUTH** _____
Org ID _____ **Profile ID** _____
Rec'd By _____ **Date** _____

Effective February 2011, Convention registration for members of the Board of Directors of either the National Chimney Sweep Guild or the Chimney Safety Institute of America shall be subject to the following:

1. Convention Registration: Directors and their spouse receive complimentary convention registration. However, each director is still responsible for submitting their own completed convention registration form to the NCSG offices. Note that for the purposes of this policy, complimentary registration will only apply to those directors who have served in their capacity as a director during the immediately preceding year, and are still actively serving as a director as of the start of the board meeting immediately preceding the start of convention.
2. Directors exhibiting at the trade show: The registration fee is deducted from the cost of the booth. Spouses working in the booth will have their registration deducted from the cost of the booth as well.
3. Lodging: With the exception of the NCSG President from the immediately concluding year, all directors are responsible for paying for their own hotel accommodations during the convention. However, in consideration of the additional time required to attend the board meeting immediately preceding the start of the convention, NCSG or CSIA will pay for one evening's lodging (the cost for "room only" for that one night will be added to the NCSG Master Account with the host hotel). Note: Normally the NCSG President's accommodations are complimentary from the host hotel.
4. Travel: Because it is expected that a director would be attending the convention regardless of their board position, travel to and from the convention is the responsibility of the individual director.
5. Employees of directors: Upon a director's registration, employees registered from that director's company shall be entitled to do so at the "first additional" or equivalent registration rate.