MUNICIPAL POLICE INSTITUTE, INC.
26 Providence Road, Grafton, MA 01519
Phone: 508.839.5723 / Fax: 508.839.4873

2010 SPRING CONFERENCE
April 27 – 29, 2010 – Sheraton Four Points Hotel, Leominster

REGISTRATION FORM

Name(s)	**Daytime Phone**
Department	**Fax**
Address	**Email**
City, State Zip	**Website**

OVERNIGHT REGISTRATION *Please check all applicable boxes*	**RATE PER PERSON**	**DESCRIPTION**
☐ Early Check-in (Monday, April 26, 2010)	$100.92	
☐ Overnight Package – Municipal Chief Only	$426.02	Rate includes MPTC Funded Seminar Registration, two night's accommodations, 2 receptions, 3 continental breakfasts, 2 breaks each day of conference, 3 lunches, and 2 evening dinners. *No adjustments will be made on this fee whatsoever.*
☐ Overnight Package – Non-Chief	$626.02	Rate includes Seminar Registration, two night's accommodations, 2 receptions, 3 continental breakfasts, 2 breaks each day of conference, 3 lunches, and 2 evening dinners. *No adjustments will be made on this fee whatsoever.*
TOTAL (add all boxes checked above)		Payment **must** accompany registration. Checks may be made payable to **Four Points Hotel by Sheraton**. Note: You will be charged upon receipt of this form. All rooms must be guaranteed with a check or credit card. If you choose to have your Town pay by check, your credit card will be used to hold the room and will be credited once the hotel receives the Town check.
Cancellation Policy: Please cancel your room no later than 48 Hours Prior to arrival to be eligible for a refund.		
Arrival Date:		**Departure Date:**
Room Type: ☐ King ☐ 2 Queen ☐ 2 Double ***The Hotel is non-smoking with a Cleaning fee of $200.00 for any smoking in the rooms.***		**Method of Payment**: ☐ Check Enclosed – Amount $_____ Credit Card ☐ M/C ☐ Visa ☐ AmEx ☐ Discover ☐ Other_____ Number: _____ Exp. Date:__ Signature: _____

Complete the section below ONLY if you are commuting daily to the seminar and WILL NOT require overnight accommodations.

COMMUTER REGISTRATION *Please check all applicable boxes*	**RATE PER PERSON**	**DESCRIPTION**
☐ Commuter Package – Municipal Chief Only	$150.00	3-Day Seminar Registration, 3 Continental Breakfasts, 2 breaks each day of conference, 3 lunches.
☐ Commuter Package – Non-Chief	$250.00	3-Day Seminar Registration, 3 Continental Breakfasts, 2 breaks each day of conference, 3 lunches.
TOTAL (add all boxes checked above)		Payment **must** accompany registration. Checks may be made payable to **Municipal Police Institute, Inc.** (MPI). **Method of Payment**: Credit Card ☐ M/C ☐ Visa ☐ AmEx ☐ Discover ☐ Other_____ Number: _____ Exp. Date:__ Signature: _____ ☐ Check Enclosed – Amount $_____ ☐ Payment in full at conference check-in.

Registration form and payment must be received by: March 26, 2010.
If space is still available after March 26, 2010, registrations may still be accepted.
Overnight Registrations may be faxed/mailed ***directly*** to: Four Points Hotel by Sheraton, 99 Erdman Way, Leominster, MA 01453 (tel. 978.534.9000 / fax 978.534.0891) ***with a copy to the Municipal Police Institute, Inc.***

Commuter Registrations may be faxed/mailed directly to the Municipal Police Institute, Inc., 26 Providence Road, Grafton, MA 01519 (tel. 508.839.5723 / fax 508.839.4873)