

ABC Face To Face

March 29 & 30, 2019

Participant Timeline

Use the following timeline and checklist to assist you in your preparation for the upcoming Face to Face event.

Information regarding important **PRE-REGISTRATION WORK** has been posted for both Clergy Applicants and Church Search Committees. Please get started as soon as possible, so you are prepared to register when registration opens. You may download the information at:

<https://www6899.ssldomain.com/grr-reg/f2fweb/index.cfm>

Registration Fees:

Clergy Applicants—If your application is postmarked/submitted by Feb 1st—your registration fee is \$75; *after Feb 1st, it is \$90.*

Church Search Committees—If your registration is postmarked/submitted before Feb 1st—your registration fee is \$99; *after Feb 1st, it is \$125.*

Note: In addition to the registration fee, search committees will also be required to provide \$30 per committee member participating in the F2F Event which will cover meals/refreshments/hospitality expenses; the same applies to spouses who may attend the Event with clergy candidates.

Registration Opens: January 2, 2019

_____	February 1, 2019	Early Savings Registration Deadline (both Clergy applicants & Search Committees)
_____	February 20, 2019	<u>Clergy Application Final Deadline</u>
_____	February 27, 2019	<u>Church Registration Final Deadline</u>
_____	March 1, 2019	Registration Confirmations sent to participants by Registrar (Reminder best estimate of number of participants needed by Mar 5)
_____	March 4, 2019	Email Confirmation sent indicating whether the Face to Face Event has enough participants to move forward
_____	March 5, 2019	Estimated participant numbers for event sent to Host Church by Registrar
_____	March 9, 2019	Preference Packets Mailed by this date; <i>NO REFUNDS of registration fee after packets mailed</i>
_____	March 15, 2019	Deadline for indicating number and names of committee members attending; includes clergy spouses attending as well; <i>NO REFUNDS of meals fee after this date</i>
_____	March 20, 2019	Preference information / forms due back to Registrar
_____	March 29 & 30, 2019	FACE TO FACE EVENT