

CITY OF RAPID CITY
TRAVEL REQUEST

LF061009-11

Person requesting travel Tammie Grumm Department HR - Community RSC

I hereby request permission to travel for the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)

annual public sector HR professional conference

List all other City employees, if any, making the trip for the same purpose: _____

Place of meeting or destination: Nashville TN

Date of meeting 9-11-09 to 9-16-09

Date trip to begin 9-11-09 Date trip will end 9-16-09

Method of transportation requested flight

Estimated transportation cost \$ 500 flight

Meals 1162 meals

Lodging 1080 lodging

Other costs - description 1149 registration

Total estimated cost of trip \$ 3897

Signed Tammie Grumm 6-1-09 Date [Signature] 6-1-09
(person requesting travel) (Department Head)

When the cost of the trip will exceed \$500, per employee, this section must be signed.

In accordance with the provisions of Rapid City ordinances and travel regulations, consent is hereby given for travel as requested in the foregoing application. Maximum cost of trip authorized is \$ _____

Approved: _____ Date _____
Mayor

When the cost of the trip will exceed \$1,500, per event, Council approval is required.

Approved by Common Council on _____ (Date)

White copy - Mayor

Yellow copy - Finance

Gold copy - Department copy

2009 IPMA-HR International Training Conference and Exposition and IPAC (formerly IPMAAC) Annual Conference Registration Form
September 12 - 16, 2009 • Nashville, Tennessee

1. Delegate Information

First Name Tammie Last Name Krumm
 Designation (i.e. Ph.D., IPMA-CP etc.) _____
 Agency/Org. City of Rapid City Title HR Manager
 Mailing Address 300 6th St
 City Rapid City State/Province SD Zip/Postal Code 57701 Country US
 Phone 605-394-9901 Fax 605-394-6621 E-mail (required) tammie.krumm@regov.org
 IPMA-HR Member # (required for all members) 00226067

Check here if you require special accommodations to fully participate, or you have special dietary needs. Please attach a written description of your needs

2. Registration Information

Badge Information - Please select all that apply
 First Time Conference Attendee IPAC (formerly IPMAAC)
 IPMA-CP IPMA-CS IPMA-HR Past President
 Past Stockberger Recipient Honorary Member Civil Service Commissioner
 Current Region President Current Chapter President

Full Conference Registration

	Early Bird Ends 07-10-09	Advance Ends 08-28-09	On-Site
IPMA-HR MEMBER Full Conference*	<input checked="" type="checkbox"/> \$600	<input type="checkbox"/> \$650	<input type="checkbox"/> \$700
JOIN IPMA-HR NOW** Full Conference*	<input type="checkbox"/> \$705	<input type="checkbox"/> \$755	<input type="checkbox"/> \$805
NON-MEMBER Full Conference*	<input type="checkbox"/> \$800	<input type="checkbox"/> \$850	<input type="checkbox"/> \$900

*Full Conference registration fee includes all reception/meal functions as indicated on the conference schedule

**Join IPMA-HR Now: this option includes a one year online membership with IPMA-HR only (not IPAC) and your pre-conference registration fees at the member rate

One Day Registration

Please indicated the day of your attendance
 Monday Tuesday Wednesday

	Early Bird Ends 07-10-09	Advance Ends 08-28-09	On-Site
IPMA-HR MEMBER One Day	<input type="checkbox"/> \$275	<input type="checkbox"/> \$275	<input type="checkbox"/> \$300
NON-MEMBER One Day	<input type="checkbox"/> \$305	<input type="checkbox"/> \$305	<input type="checkbox"/> \$330

All registrations received after August 28, 2009, and on-site are considered "on-site" registrations and will be charged the prevailing on-site fee.

3. Additional Events and Activities

Pre-Conference Workshops

If you opt to Join IPMA-HR Now you will receive the member rate for pre-conference workshops.

Saturday, September 12 (8:30 am - 4:30 pm)	IPMA-HR or IPAC Member	Non-Member
<input type="checkbox"/> Managing Employee Performance (1 1/2 days, concludes Sept. 13)	<input type="checkbox"/> \$400	<input type="checkbox"/> \$450
<input type="checkbox"/> Broadbanding	<input type="checkbox"/> \$250	<input type="checkbox"/> \$300
<input checked="" type="checkbox"/> Job Analysis	<input checked="" type="checkbox"/> \$250	<input type="checkbox"/> \$300
Sunday, September 13 (8:30 am - 4:30 pm)	IPMA-HR or IPAC Member	Non-Member
<input type="checkbox"/> Skill & Competency Based Pay	<input type="checkbox"/> \$250	<input type="checkbox"/> \$300
<input type="checkbox"/> New HR Directors Workshop	<input type="checkbox"/> \$250	<input type="checkbox"/> \$300
<input checked="" type="checkbox"/> NPELRA - Academy III	<input checked="" type="checkbox"/> \$299	<input type="checkbox"/> \$399

IPAC Sponsored Pre-Conference Workshops

Sunday, September 13	IPAC Member	IPMA-HR Member	Non-Member
<input type="checkbox"/> Recruitment/Selection/Promotion (full day)	<input type="checkbox"/> \$195	<input type="checkbox"/> \$225	<input type="checkbox"/> \$255
<input type="checkbox"/> Web-Based Surveys (half day)	<input type="checkbox"/> \$110	<input type="checkbox"/> \$125	<input type="checkbox"/> \$140
<input type="checkbox"/> Situational Judgment Assessments (half day)	<input type="checkbox"/> \$110	<input type="checkbox"/> \$125	<input type="checkbox"/> \$140

Social Activities

Tickets for the events listed below are included with the full registration for member and/or non-member. You DO NOT have to check the event(s) unless you are purchasing an additional ticket. Events will require tickets for admission

Sun, Sept 13 Welcome Reception \$80 QTY _____ \$ _____
 Mon, Sept 14 Expo Luncheon \$55 QTY _____ \$ _____
 Tues, Sept 15 Celebration Reception \$75 QTY _____ \$ _____

4. Fees

Registration \$ 600
 Pre-Conference Workshop \$ 549
 Social Activities \$ _____
 Group Discount \$ _____
 (Full conference participants with three or more staff from the same organization/agency can deduct \$25 from the applicable registration fee for each registrant. Each member of the group must complete a registration form. All group registration forms must be submitted simultaneously.)
 Total Conference Fee \$ 1149

5. Payment

Your full conference registration fee includes all reception/meal functions (including Welcome Reception, Expo Luncheon, and Celebration Reception).

Check Enclosed Government P.O. # _____
 (P.O. must accompany registration form)
 MasterCard Visa

Card # _____ Exp. Date _____

Name of Card Holder _____

Signature _____

Registrations received without payment will not be processed. If paying by check or P.O. and payment is not received by start of conference, you will be asked to submit another form of payment on-site

- FAX registration form with credit card information to (703) 684-0948
- MAIL registration form with payment payable to IPMA-HR.
IPMA-HR Annual Conference
1617 Duke Street, Alexandria, VA 22314

Confirmation:

Written confirmation via e-mail within 10 days of receipt of your completed registration and payment

Attendee Directory:

Your conference registration must be received no later than August 28, 2009, to be listed in the official pre-registered attendee directory.

Terms & Conditions/Cancellation/Refund Policy:

- Consent to use of photographic images: registration and attendance at, or participation in, the IPMA-HR/IPAC Conference, meetings, and other activities constitute an agreement by the registrant for IPMA-HR's and IPAC's use and distribution (both now and in the future) of the registrant's or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.
- By registering for this conference you agree to the terms & conditions and the cancellation/refund policy.
- All cancellation requests must be submitted in writing and received by August 28, 2009, to qualify for a refund. A \$75 administrative fee will be deducted.
- Registration fees will not be refunded to cancellations received after August 28, 2009, and no-shows.
- One registration transfer will be allowed per registration. Each additional registration transfer will be assessed a \$75 administration fee.