

To: Chapter and Region Leadership
From: Heather Corbin, Professional Development & Research Coordinator
Date: April 25, 2011
Subject: 2011 Chapter/Region Leadership Conference

IPMA-HR's Leadership Conference for 2011 is now being planned. We hope you can attend this very important and informative meeting.

When: August 19-21, 2011
Where: [Bally's Las Vegas Hotel](#)
3645 Las Vegas Blvd South
Las Vegas, NV 89109
Phone: (877) 603-4390

IPMA-HR conducts this program annually for the new leaders of our chapters and regions to assist in your leadership efforts. *(If you are not the person who will attend the conference, kindly forward this information to that individual to ensure your group is represented.)*

Participation in this conference is by invitation only to two officers designated by a chapter. We have expanded the registration to include two leaders (the president-elect and a second person designated by the chapter) and for both the president and president-elect of the regions.

IPMA-HR covers conference registration and hotel expenses only for invited attendees. Each attendee is responsible for any additional costs (including transportation) and incidentals. In addition, if you would like to extend your stay in Las Vegas for any additional day(s) prior to or following the conference, you have that option; please indicate your arrival and departure dates on the conference registration form.

Please note: *You are required to contact the hotel directly to make your reservation for any extra days. Upon making your reservation for any additional days, if applicable, please forward your confirmed check-in/-out dates and confirmation number to meetings@ipma-hr.org to ensure you have the same room throughout the stay.*

A tentative agenda and schedule of meeting times is attached so you may plan your transportation accordingly. A full agenda detailing the program will be sent out closer to the conference date.

Unfortunately, due to space limitations, IPMA-HR is unable to open registration to any additional participants over and above the two designated individuals from each chapter.

The deadline to register for this year's Leadership Conference is Friday, July 8, 2011.

You will receive a confirmation via email from IPMA-HR once your registration is received and processed.

If you have any questions about the conference, please do not hesitate to contact me by phone at (703) 549-7100 or by email at hcorbin@ipma-hr.org. We look forward to seeing everyone in Las Vegas at this year's Leadership Conference and working with you to grow IPMA-HR's membership!

2011 IPMA-HR Leadership Conference

August 19-21, 2011

Bally's Las Vegas Hotel
Las Vegas, NV

Tentative Schedule

(A full conference agenda is being developed and will be sent to you once it becomes available.)

Friday, August 19, 2011

| | |
|----------------------------------|---|
| 5:30 p.m. – 6:30 p.m. Evening | Welcome Reception Dinner on your own |
|----------------------------------|---|

Saturday, August 20, 2011

| | |
|------------------------|------------------------------|
| 8:30 a.m. – 9:00 a.m. | Continental Breakfast |
| 9:00 a.m. – 12:00 p.m. | Conference Program |
| 12:00 p.m. – 1:00 p.m. | Lunch |
| 1:00 p.m. – 4:00 p.m. | Conference Program continues |
| Evening | Dinner on your own |

Sunday, August 21, 2011

| | |
|------------------------|-----------------------|
| 8:30 a.m. – 9:00 a.m. | Continental Breakfast |
| 9:00 a.m. – 11:45 a.m. | Conference Program |
| 11:45 a.m. | Adjournment |



Registration Form
2011 Chapter/Region Leadership Conference

IPMA-HR has reserved space for two leaders from each chapter, and both the president and president-elect from each region.

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Where: Bally's Las Vegas Hotel
3645 Las Vegas Blvd South
Las Vegas, NV 89109
Phone: (877) 603-4390

Please return this form by
Friday, July 8, to IPMA-HR
Fax: (703) 684-0948
Email: Meetings@ipma-hr.org
IPMA-HR will confirm your registration via email

We pay: 2 nights at hotel (August 19 & 20) & registration fee
You pay: Travel expenses & incidentals

Conference Registration Deadline: Friday, July 8, 2011
Hotel Registration Deadline*: Friday, July 8, 2011

Questions? Please contact Heather Corbin, IPMA-HR's Professional Development and Research Coordinator at (703) 549-7100 or by email at hcorbin@ipma-hr.org.

REGISTRATION INFORMATION

Chapter/Region being represented:
Your title in that chapter/region (as of July 1, 2011):
Name:
Title:
Agency:
Address:
City: State: Zip:
Phone: Fax:
Email:

IPMA-HR will make hotel reservations on your behalf for the dates of the Leadership Conference only.

Please do not contact the hotel directly for reservations on Friday, August 19 or Saturday, August 20. If you intend to extend your stay before or after the Leadership Conference, please contact the hotel directly to reserve those dates only. Once you receive your confirmation, please forward your confirmation number and confirmed dates to meetings@ipma-hr.org.

Arrival date: Departure date:

Are you extending your stay before YES NO or after the conference? YES NO
(IPMA-HR will cover only the cost of two nights (Friday, August 19 and Saturday, August 20) at the hotel; attendee is responsible for any additional costs and incidentals. The hotel will require a credit card at check-in.)

Do you have any special needs?
IPMA-HR and/or the hotel will do everything possible to accommodate those needs.

Please fax your completed form to IPMA-HR at (703) 684-0948 by Friday, July 8, 2011.