



# MEMBERSHIP

## Membership entitles you to:

- Receive reduced rates for Council workshops and conferences
- Receive a coupon for one individual to attend one free two hour Council workshop (\$10 value)
- Vote on the proposed slate of officers and members of the Board of Directors at the Annual Meeting in December

*membership is valid January 1 - December 31.*

## Membership Form

Name of Individual \_\_\_\_\_

Name of Program/Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip+4 \_\_\_\_\_ Phone \_\_\_\_\_

County \_\_\_\_\_ E-mail \_\_\_\_\_

Choose a membership level
<input type="checkbox"/> \$75 child care centers or school-age programs licensed for 50 or more children (each site)
<input type="checkbox"/> \$50 child care centers or school-age programs licensed for fewer than 50 children (each site)
<input type="checkbox"/> \$30 family and group family child care homes
<input type="checkbox"/> \$25 student/CDA, SACC Credential holder/ Council Food Program participant
*Record this amount on other side if registering for workshops

**\$10** workshops in **2010**  
It pays to be a Member!

Office Use Only: Date Rec'd \_\_\_\_\_ Mem. Card Sent \_\_\_\_\_  
Nsltr List \_\_\_\_\_ Payment Type/Amount \_\_\_\_\_

Mail your completed form & payment to: Child Care Council membership, 91 Broadway, Menands, NY 12204

## Registration Policies

### Pre-Registration & Payment

All registrations must be paid for in advance. Payment by Visa, MasterCard, check, cash, money order and signed EIP awards are accepted. Use credit cards by mail or by fax at 518 426-9649. Payment is required at the time of registration. Registrations received without payment will be returned. Pre-registration is recommended 3 days in advance of the workshop date to reserve your seat. If you have applied for the EIP Scholarship, please see Scholarships section below. Registration at the door will be accepted only if seating is available, and all fees must be paid at that time.

### Membership Rates

Payment at the member rate is only available when your current membership number is noted or when membership payment is made along with the registration fee. If registering at the door, a current membership card must be shown to receive the reduced member rate. membership fees paid after December 15 will be valid for the following year.

### Confirmations

You will receive a confirmation of all registrations received at least one week in advance of the workshop date. For directions, please see "Driving Directions" on page 1, or visit [www.cdccc.org](http://www.cdccc.org) and click on Training.

### Children

We are unable to accommodate children during workshops and conferences. Please make other arrangements. If you bring a child to a workshop, you may be asked to leave and we regret that a refund cannot be issued.

### Refunds & Cancellations

Refunds will only be given if the Council is notified 2 weeks (or more) prior to the workshop date. Please send a substitute in your place if you cannot attend. The Council reserves the right to cancel any workshop if fewer than 10 people register. If workshops are cancelled due to low registration, participants will be notified by telephone and credits will be issued. Workshops may also be cancelled due to inclement weather. For workshop cancellations, call 426-7181 x355, log on to [www.cdccc.org](http://www.cdccc.org), listen to Radio 810 WGY, or watch WNYT 13, WTEN 10, CBS 6, Capital News 9, or WXXA Fox 23. Credits will be issued.

### Scholarships (EIP)

If you have applied for and received the EIP voucher, please sign it and mail it to the Council along with your registration. If you have applied for, but have not received the voucher, remit payment by check, money order, Visa or MasterCard. When the Council receives your signed EIP voucher, you will be reimbursed in the original form of payment in 2 to 4 weeks.

### Continuing Education Units (CEU)

You will receive Continuing Education Units for the indicated classes. For each hour of class, 0.1 units are awarded. These credits can be used to renew your Child Development Associate (CDA) see page 9 for more information about CDA.

### Questions about Class Registrations

If you have questions about registering for workshops, please call Gail Williams at 426-7181 x310.