



79th ANNUAL FAR WEST SKI ASSOCIATION CONVENTION
June 9-12, 2011, Industry Hills, California

DELEGATE REGISTRATION INSTRUCTIONS



Complete the registration forms as described below in their entirety.

1. Clubs: Assign a Delegate Chairperson and Convention Delegates

Convention delegates are those who will have voting privileges at the Sunday business sessions. It is very important that they be designated as voting delegates and attend the Sunday sessions.

2. Pre-Registration Form – One For Each Attendee

Enclosed are the Pre-Registration Forms. You can also download copies of all the forms from the Far West Ski Association website at www.fwsa.org. Please complete ONE form for **EACH** individual attendee from your club. Collect the appropriate amount of registration fees (payable to your club) dependent upon their participation. Record their registration selection(s) on their Individual Pre-Registration Form. ***It is very important that the registration type (i.e., Delegate, Alternate Delegate, Non-Voting Delegate (Guest), FWSA Direct Member, or Other be marked for each individual.***

3. Credentials (Affiliated Member Voting Bloc) Form

- Refer to the "Affiliated Member Voting Bloc" schedule on the form to calculate the number of voting delegates your club can register for this year's convention based on your current number of members.
- Record the names of the designated voting delegates to be registered from your club.
- **You must attach your Club's current Member Roster (names only, please) to your Credentials Form.**
- DO NOT include non-members or prospective individuals who are pending full active membership in your club.

Note: Delegate numbers will only be issued to those

- Who are listed as a member on your Club Roster.
- Who are listed as a Voting Delegate on your Credentials Form.
- Whose payment of their Convention Registration has been received by the FWSA Convention Registrar.
- Whose Individual Pre-Registration Form has been submitted to the Registrar.

4. Optional Activities Forms

Delegates may register for the optional activities **NOW**, with these Registration Forms, or directly anytime prior to the **May 9 deadline**. Some of these activities are expected to sell out, so delegates should not delay in sending in their payment.

5. FWSA Convention Registration Fees

Attach your club's check, **payable to FWSA**, for the registration of your club's attending delegates.

Make checks payable to FWSA. Please send all forms and payments to:

FWSA Convention Registrar, c/o Nancy Ellis, P.O. Box 9681, Truckee, CA 96162

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Convention Delegation Chairperson:

- Classify all club delegates as voting or non-voting based on each delegate's commitment to attend the Sunday business meeting. Delegates who do not intend to be at the business meeting should be classified as non-voting.
- Inform each delegate of their individual responsibilities.
- Inform each delegate of the general Convention program and special invited guests.

Convention Delegate Responsibilities

- Participate in voting on Sunday during the business portion of the Convention.
- Be cordial and respectful to invited guests and industry representatives.
- Respect the industry seating arrangement at each table for Saturday lunch and dinner.
- Display honesty and integrity in representing your ski club to the industry.