

2012 REGISTRATION FORM

69TH ANNUAL KEY CLUB INTERNATIONAL CONVENTION



REGISTRATION INSTRUCTIONS

You have two options when registering for convention.

1. Travel as part of a district tour. Consult your district administrator for your district's registration guidelines and tour information. If traveling with a district tour, you don't need to fill out this form.
2. Travel individually with your own chaperone. Both you and your chaperone must register for the convention and stay in the designated hotel.*

* Chaperones may be a Kiwanian, faculty member, parent, legal guardian or person in loco parentis who is 21 or older, approved by the school, registered with and accompanying the Key Club members to the meetings and sessions and has a valid background check on file.

Instructions and information

- Use one registration form per attendee and per chaperone. Copies are acceptable.
- Payment must accompany this form. Registration must be received by Key Club International by **May 18, 2012**, to receive the early discount rate.
- A confirmation packet will be sent by email after **June 1, 2012**.
- All convention attendees, including those local to Orlando, must stay at the Hilton Orlando Lake Buena Vista.
- Do not mail this form after **June 1, 2012**. Call Key Club International to check hotel availability.
- All attendees must bring to the convention a signed code of conduct form and completed medical form. The code of conduct form doesn't need to be notarized.

CHAPERONE REQUIREMENTS

- There must be at least one chaperone for every 10 or part of 10 Key Club members from the same school or district, unless otherwise required by the Key Club International director.
- Chaperones must register for the convention by submitting their own copy of this form, stay in one of the designated hotels and remain on site during the convention.
- No adult(s) other than the parent or legal guardian may share a room with any Key Club member(s).
- A clear background check through Kiwanis International is required for all adult (18 and over) non-Key Club members. Kiwanis International background checks remain on file for two years. If an adult does not have a clear and valid background check on file at Kiwanis International, two emails from vcrabtree@kiwanis.org will be sent to the email address provided on the registration form. The content in both emails is necessary to begin the background check process through Safe Hiring Solutions.

U.S. residents must allow four (4) weeks from submission of background check information for results to be received in time to attend. Residents outside the U.S. must allow six (6) weeks. If clear background check results are not received by Kiwanis International by date of arrival at ICON, you will not be permitted to attend or participate, and may be asked to leave.

ATTENDEE INFORMATION (Please write legibly in ink and do not use abbreviations)

Last name: _____ First name: _____

Name to appear on badge: _____

District: _____ Club name: _____

Member number: _____ Personal email address: _____
(By providing your email address, you are opting in to receive email updates about Key Club International.)

Mailing address: _____

City: _____ State/Province: _____ Postal code: _____ Country: _____

Primary phone: _____ Cell phone: _____

Gender: Male Female Graduation year: _____

Who is your designated chaperone? _____ Relationship to attendee: _____

Chaperone's primary phone: _____ Personal email address: _____
(please do not provide a school email address)

Check one

- I am a: Key Club member registering individually and not as part of a district tour
 Host committee student volunteer from the Florida District Adult or non-Key Club member over 21 (see chaperone requirements)

Check all that apply

- I'm interested in participating in the charity dance. I'm interested in being a convention committee volunteer (awards, elections, contests, etc.).
 I am an advisor or chaperone who is attending the Advisor and Chaperone Breakfast.
 I would like to join the Key Club International Alumni Association.

Complete entire form and mail, fax or email to:

Key Club International • 3636 Woodview Trace, Indianapolis, IN 46268 • Fax: 1-317-217-6534 • Email: convention@kiwanis.org
Phone: 1-800-KIWANIS, ext. 411 (U.S. and Canada) or +1-317-875-8755, ext. 411 (worldwide) • www.keyclub.org/convention

