



**INVOICE**

**16<sup>th</sup> Annual Professional Development Institute, July 22 - 24, 2019**  
**Turf Valley Resort, 2700 Turf Valley Road, Ellicott City, MD 21042**  
**410-203-2783**

**INVOICE # 0440-19**

Name of Registrant \_\_\_\_\_

Title \_\_\_\_\_

School System/Community College \_\_\_\_\_

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

Office Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email Address: \_\_\_\_\_

Please check your applicable registration package, from page two:

A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ E \_\_\_\_\_

Entrée Choice for Annual Dinner \_\_\_\_\_ (from page 3)

<p><b>REGISTRATION FEE total for this participant, <u>due May 28, 2019</u></b></p> <p>\$ _____</p> <p>_____ Please check if you wish to receive professional development hours</p>
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**\*CHECKS:**

- 1. Please send separate invoices & registration pages for each person. All forms and payment are due by May 28, 2019. Checks should accompany registration forms.**
- 2. Make checks payable to Maryland Career and Technology Administrators**
- 3. Mail check(s) and invoice(s) to: Marjorie Lohnes, MCTA Executive Director, 7 Pine Hill Drive, Westminster, MD 21157**
- 4. For more information, contact Marjorie Lohnes at 410-848-3750 or [marjorie.lohnes@outlook.com](mailto:marjorie.lohnes@outlook.com)**

2018-2019 Officers: Sharon Kramer, President Douglas Handy, President-Elect Deb Kremer, Treasurer

MCTA Participants' Professional Development Institute Registration, July 22-24, 2019

**Directions:** Check all the appropriate lines below for the registration package of your choice. Total all costs and enter the total in the box provided on the *Invoice* on page 1. Choose your entrée choice for the Annual Dinner on page 3 and enter on page 1. Participants for one day only must indicate the day of attendance on page 2. All reservations must be prepaid. Prices are per person and include all gratuities and taxes. Incidental expenses are the responsibility of the individual.

**Reservation Packages**

**FOR THOSE ATTENDING FULL INSTITUTE**

- A. JULY 22 - JULY 24, 2019 - **TWO-NIGHT FULL STANDARD PACKAGE includes:** registration fee, single/double overnight occupancy on July 22 and 23, breakfast and lunch for July 23 and 24 and MCTA Annual Dinner on July 23.

\_\_\_\_\_ \$550. Full Institute

- B. JULY 23 - JULY 24, 2019 - **ONE-NIGHT FULL STANDARD PACKAGE includes:** registration fee, single/double overnight occupancy on July 23, breakfast and lunch for July 23 and 24 and MCTA Annual Dinner on July 23.

\_\_\_\_\_ \$405. Full Institute—one night stay—July 23rd

- C. JULY 23 – JULY 24, 2019 – **FULL WORK -DAY PACKAGE FOR COMMUTERS includes:** registration fee, breakfast and lunch for July 23 and 24 and MCTA Annual Dinner on July 23.

\_\_\_\_\_ \$260. Full Institute--commuter

**FOR OTHER CTE PROFESSIONALS ATTENDING INSTITUTE FOR ONE DAY ONLY**

- D. JULY 22 - 24, 2019 – **ONE-NIGHT/ONE DAY CTE PROFESSIONAL PACKAGE includes:** registration fee, single/double overnight occupancy for one night with breakfast and lunch on one day. You may choose to join us at the MCTA Annual Dinner on Tuesday night, July 23. Check the dinner choice, below, if applicable, and add that to your total registration fee.

\_\_\_\_\_ \$250. CTE Professional One Night/One Day Overnight  
Choose one below:

\_\_\_\_\_ Overnight July 22 and conference including breakfast and lunch on July 23

\_\_\_\_\_ Overnight July 23 and conference including breakfast and lunch on July 24

\_\_\_\_\_ \$48. MCTA Annual Dinner

- E. JULY 23 or 24, 2019 – **ONE DAY CTE PROFESSIONAL COMMUTER PACKAGE includes:** registration fee, breakfast and lunch one day of the Institute. You may choose to join us at the MCTA Annual Dinner on Tuesday night, July 23. Check the dinner choice, below, if applicable, and add that to your total registration fee.

\_\_\_\_\_ \$100 CTE Principal/CTE Professional  
Date of Institute participation: \_\_\_\_\_

\_\_\_\_\_ \$48. MCTA Annual Dinner

## MCTA Professional Development Institute *GUEST* Meal Reservations

Please make a reservation for any guest(s) meals below. If you make a reservation, the MCTA Institute participant is responsible for prepaying the cost of the meal(s) with a **check made payable to MCTA, due to Marjorie Lohnes by May 28, 2019**, for the total amount indicated below.

### *GUEST BREAKFAST AND/OR LUNCH RESERVATIONS*

#### Number of guests

- \_\_\_\_\_ \$21.00 per guest, Guest(s) Breakfast (Tuesday, July 23)
- \_\_\_\_\_ \$21.00 per guest, Guest(s) Breakfast (Wednesday, July 24)
- \_\_\_\_\_ \$27.50 per guest Guest(s) Lunch (Tuesday, July 23)
- \_\_\_\_\_ \$27.50 per guest Guest(s) Lunch (Wednesday, July 24)

### *GUEST DINNER RESERVATIONS, TUESDAY, JULY 23, 2019 MCTA ANNUAL DINNER*

- \_\_\_\_\_ \$48.00

TOTAL Guest(s) Meal Payment Enclosed:

\$

## MCTA Annual Dinner Entrée Choice

All participants choosing Packages A, B or C and guests or other participants who have added the MCTA Annual Dinner to packages D or E must choose and check one of the entrée choices below:

Please check your choice of entrée below:

- \_\_\_\_\_ **Baked Salmon**—Lemon-pepper salmon with citrus beurre blanc, served with broccoli and red jasmine rice
- \_\_\_\_\_ **Grilled Sirloin**—Sirloin with blackberry balsamic reduction served with garlic and herb roasted potatoes and seasonal vegetable
- \_\_\_\_\_ **Pesto Penne**—Sun-dried tomatoes, white beans, spinach, olives and roasted peppers