

Conference Fees

The fee for the 2007 National Fire/Emergency Services Exploring Conference is **\$350** per participant. A Post Reservation/Security Deposit Form with a \$100 security deposit per post is required. Deposits and individual reservations will be accepted until the conference housing has reached its capacity. The Post Reservation/Security Deposit form must be submitted through the *local* Learning for Life office for approval before forwarding to the national Learning for Life office with the \$100 deposit. (Checks should be payable to NFEEC, and not to your local office.)

Post Reservation/Security Deposit Forms received directly from posts by the national Learning for Life office without local Learning for Life approval will be returned, delaying the process. (See Section II of the Guidebook.)

Upon receipt of the Reservation/Security Deposit Form, the Advisor listed on the post reservation form will receive a confirmation packet including additional registration information, travel advisories, and program information. Remaining fees (\$50 individual deposits and **\$300** final fees) do **not** need to be approved through or processed through the local office; rather, the fees should be submitted directly to the national office at the address on the Fee Transmittal Form. It is imperative that the Fee Transmittal Form accompanies all fees (with the exception of the initial \$100 deposit). The process for transmittal of participant payments will be included in your confirmation packet.

To be a confirmed participant, the total fees with individual registration forms must be submitted before conference capacity is reached.

Competitions will be scheduled for confirmed posts upon receipt of full fees, the *Competition Selection Form*, and all individual registration/health forms. All forms and final fees are due in the national office by April 20, 2007.

Team/Drill competitions could reach capacity before April 20. Thereafter, confirmed posts may participate in all other activities except scheduled competitions.

Refund/Cancellation Policy

The \$100 post deposit will initially be used to guarantee housing until March 1 or until conference registration has reached capacity. After receipt of individual registrations for the post, it becomes a security deposit for *fee-paying participants* from the post, refundable after the conference (minus any damages at University of Illinois). The security deposit will be applied to lost keys, lost linens, etc. All damage liability is the responsibility of the post. Should the damage be in excess of \$100, it will be billed to the post. The \$100 will be refunded, minus any claims, within 45 days of the national Learning for Life office receiving University of Illinois billing and pending completion of the damage checklist by both the post Advisor and University of Illinois personnel. This \$100 will *not* be applied toward payment of registration fees. Posts are confirmed only until the date of the next payment due.

With payment of your individual fees we will confirm your post's participation. Once participation is confirmed, the individual deposits (\$50 per person) are nonrefundable. Individual registrations canceled after the University of Illinois guarantee date of April 20, 2007, will lose their total fee. After April 20 alternate posts will have the opportunity to register until capacity has been reached.

Because of expenses incurred by the Exploring program, fire/emergency service agencies, and University of Illinois, we are not able to refund the post deposit or individual deposits if the post does not attend the conference. Individual registration cancellations will lose their \$50 individual deposits. After April 20, all guaranteed registrations to University of Illinois will lose their total fee payment.

All refunds must be submitted in writing and meet the deadline requirements.

Adult Leaders

All posts and Learning for Life contingents must have adult leaders 21 years of age or older who are approved by their participating organization head and their local Learning for Life office. To locate your local Learning for Life office, go to www.learningforlife.org/exploring/fire. Coed posts must have coed leadership 21 years of age or older in attendance at the conference. Adult leaders will at all times be responsible for their post members and must adhere to the Conference Code of Conduct. Do not send Explorers to the conference unchaperoned or without adequate, proper leadership.