



Sara Parker Pauley
Director

MISSOURI DEPARTMENT OF NATURAL RESOURCES
Multicultural Affairs Committee
Presents the 16th Annual Diversity Conference
"Leadership and Change Management: Building a Dynamic
Workforce"



Established
1991

March 21, 2013
Truman Hotel and Conference Center, Jefferson City
7:00 a.m. 4:30 p.m.

REGISTRATION/INVOICE

Date: _____
Bill To: Name: _____
Agency: _____
Address: _____

Telephone #: _____ Email: _____

Re: March 21, 2013 - Diversity Conference

Registrant Name	Title	Phone No.	Cost

Total Amount Due (see Cost below) \$ _____

COST: Early Bird Registration: \$75.00 Received **PRIOR to close of business** - March 7, 2013
Regular Registration: \$95.00 Received **AFTER close of business** - March 7, 2013

CANCELLATION / REFUND POLICY:

Substitutions will be allowed anytime, including day of the event
To **receive a refund OR fee waiver cancellation** must be received by
Close of business – March 14, 2013

State agencies should use the interagency payment process:

Enter a PVQ document in SAM II for the total amount
Use the DNR/Division of Administrative Support vendor number: **I7803DAS00-0**.
Enter **DIV CONF 12** in the **invoice field** to designate the MAC-Diversity Conference.

If you are not a Missouri state agency:

Please make checks payable to the: Missouri Department of Natural Resources.

Please make sure the purchase order or check and invoice (with attendees listed) is sent to the address below:

Missouri Department of Natural Resources – Director’s Office
P.O. Box 176
Attn: Jane Beetem, MAC Co-Chair
Jefferson City, MO 65101

If you have additional questions, please contact Ms. Beetem at (573) 522-2401.