



ADOLESCENT SYMPOSIUM of TEXAS 2019

Purchase Order Application Form – Deadline: Thursday, January 24, 2019

Hosted by:
Mental Health America of Greater Dallas
624 N. Good-Latimer, Suite 200
Dallas, Texas 75204
214-871-2420 Ext. 104

Date of Conference: February 14, 2019
Plano Event Center
2000 East Spring Creek Parkway
Plano, Texas 75074

**Instructions for Submitting Purchase Order
Documentation and Application Form:**

1. Please obtain a Purchase Order from your school district/organization.
2. Once you obtain your Purchase Order, please complete this Application Form and submit it with your Purchase Order to Mental Health America of Greater Dallas by **Thursday, January 24, 2019**.
3. E-mail, Scan or Fax to Donna Ebow debow@mhadallas.org **MHA FAX #: 214-954-0611**
4. **All attendees MUST be listed and submitted together** on the same Purchase Order number to MHA.
5. Once MHA of Greater Dallas receives your Purchase Order and Application Form, the Requester will receive a **Promotional Code**.
6. **Each attendee** will use this **Promotional Code** to **register online** at www.mhadallas.org under the Adolescent Symposium page, in order to be officially registered for the conference.
7. **Please register before on-line registration closes February 7, 2019.**
8. **PLEASE NOTE:** Each attendee is NOT registered until you have received an *Adolescent Symposium Confirmation email* that includes a Confirmation Code for the Transaction Summary.

Date of Conference: Thursday, February 14, 2019

Location: Plano Event Center, 2000 East Spring Creek Parkway, Plano, Texas 75074

REGISTRATION FEES:

Early Bird \$99 (6 CEUs) for Individuals and Professionals
Before December 31, 2018: Registration includes one lunch ticket and an afternoon snack.

Starting January 1, 2019: \$125 (6 CEUs) Registration available on-line

***January 24, 2019** Purchase Order Deadline to Mental Health America of Greater Dallas

After February 7, 2019: \$125 (6CEUs) On-Line registration CLOSED! Registration WILL NOT be available on-line and will only take place at the event. Please do not mail, fax, or e-mail scanned registrations. They will not be accepted.

Thursday, February 14, 2019: **On-Site Registration Only.** Unfortunately, lunch cannot be guaranteed.

For questions – please contact Donna Ebow @ 214-871-2420 x104 or debow@mhadallas.org
MHA FAX: 214-954-0611



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Today's Date: _____ Purchaser /Requestor Name _____

Phone _____ Email: _____

Purchase Order #: _____

Total amount for this Purchase Order application: \$ _____

School District/Organization _____

Department/Name of School _____

Address _____

City _____ State _____ Zip _____

#1 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#2 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#3 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#4 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)



#5 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#6 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#7 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#8 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#9 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

#10 ATTENDEE INFO:

Last _____ First _____ MI _____

Day Time Phone _____

Email _____ (Required)

*****For additional attendees please add pages as needed.....