



ADOLESCENT SYMPOSIUM of TEXAS 2020
Purchase Order Application Form – Deadline: Thursday, January 23, 2020

Hosted by:
Mental Health America of Greater Dallas
624 N. Good-Latimer, Suite 200
Dallas, Texas 75204
214-871-2420 Ext. 112

Date of Conference: February 13, 2020
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 all pages of the Application Form and submit it with your Purchase Order to Mental Health America of Greater Dallas by **Thursday, January 23, 2020**.
3. E-mail, Scan or Fax to Erin Peterson epeterson@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 Fully completed Application Form, MHA will register the attendees.
6. **Each attendee** will receive a confirmation and ticket. They need to keep or print the ticket and bring with them to the conference.
7. **PLEASE NOTE:** Each attendee is NOT registered until you have received a confirmation/printable ticket for the conference from Eventbrite.

Date of Conference: Thursday, February 13, 2020

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

REGISTRATION FEES:

Early Bird Before December 31, 2019: \$120 (6 CEUs) for Individuals and Professionals
Registration includes one lunch ticket and an afternoon snack.

Starting January 1, 2020: \$140 (6 CEUs) Registration available on-line

***January 23, 2020** Purchase Order Deadline to Mental Health America of Greater Dallas

After February 4, 2020: \$160 (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 13, 2020: On-Site Registration Only. Unfortunately, lunch cannot be guaranteed.

For questions – please contact Erin Peterson @ 214-871-2420 x112 or epeterson@mhadallas.org **MHA FAX: 214-954-0611**

***** There is an additional \$10 fee per person for CEUs.*****



ADOLESCENT SYMPOSIUM of TEXAS 2019

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E-mail, Scan or Fax to Erin Peterson epeterson@mhadallas.org MHA FAX #: 214-954-0611

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.....*



Please list all attendees that will need a vegetarian meal.

(If not listed, then a vegetarian meal will not be ordered for them. We do not order extras.)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____



Please list the people that need CEUs

Please remember this is an extra \$10 charge per person

If not paid for and listed below, they will not have a preprinted CEU, but will be able to purchase on the day of.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____