Before mailing in your registration form please be sure you have double checked all the following to ensure you have properly completed your CASL Conference registration form. *Incomplete forms may delay the process of your registration.*

- Receive **School Board Approval** if necessary
- **Current CADA/CASL membership (REQUIRED):** Individual $150 or School $300
- **Registration form/Insurance/Medical Information** for each student filled out completely with parent/guardian signature
- **Special Meal Requests:** Each registration form designates yes or no for vegetarian
- Make sure each registration/medical form has **student’s signature**
- Make sure each registration/medical form has **advisor’s signature**
- Make sure each registration/medical form has **parent/guardian signature**
- Indicate requested **shirt size** for each student by circling it on registration form + rooming list (If not indicated, default size is an Adult Medium)
- Each student is listed in the **rooming list** – if sharing with another school, your registration will not be finalized until all forms from all shared schools are received (may delay registration)
- A completed **registration form** for each advisor
- Each attending advisor is listed in the **rooming list**
- The proper amount for **payment** is included – **No Purchase Orders**

Please **DO NOT** send payment separately from your forms.

*This event has sold out historically. Please note: registration is based on a first paid, first serve basis with completed paperwork and full payment required at the time of submission.*

For questions on CADA/CASL membership, roaming, and registration please contact:  
Call/Text CADA Central at 831.464.4891  
or email **info@cada1.org**

For questions on Meet the Pros, CASL State Board Elections, Scholarships, CASL Conference curriculum contact:  
Sandi Kurland by phone at 619.957.9107  
or email **leadership@cada1.org**

**Dates to remember:**

- **Early Bird Cut-Off:** Registrations postmarked by January 13, 2023 (NO REFUNDS, NO EXCEPTIONS)
- **Regular Registration Cut-Off:** Registrations must be postmarked no later than February 16, 2023
- **Late Registration Cut-Off:** Registrations must be postmarked no later than March 10, 2023
- **Cancellation & Refund Cut-Off:** Request must be received by March 17, 2023
- **Substitution Cut-Off:** All forms for substitute delegates must be received by March 17, 2023
- **Meet the Pros:** Application deadline is February 1, 2023
- **State Board Election Applications:** Application deadline is February 1, 2023
DELEGATION NAME: * ____________________________

Advisor: ____________________________ Cell Phone: ____________________________

Sharing rooms with another school: Yes No

School(s) sharing with: ____________________________

Arriving at conference by: Bus Car Plane: please provide arrival time (Airport shuttle available @ $5/attendee) ____________________________

First time to CASL? Yes No

Is your CADA Membership current? (MEM REQUIRED) Yes No, need to renew/join $150 Individual Member $300 School Membership

Address: ____________________________________________

City: ____________________________ State: ____________________________ Zip: ____________________________

Total # of Rooms: __________ Total # of Advisors: __________ Total # of Students: __________

Total Vegetarians: __________

# T-shirts: Small: Medium: Large: XL: XXL: ____________________________ Area: ____________________________

This sheet is the cover and must be accompanied with all completed student and advisor paperwork together with full payment.

Please assign your students & advisors to rooms in the boxes below. CASL pricing is based on room cost, so it is in your best interest to fill the rooms.

<table>
<thead>
<tr>
<th>Early Rate* (No Refunds)</th>
<th>Regular Rate</th>
<th>Late Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Prices:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Postmarked by 1/13/23</td>
<td>Postmarked by 2/16/23</td>
<td>Postmarked by 3/10/23</td>
</tr>
<tr>
<td>4 to a room $425 each</td>
<td>$450 each</td>
<td>$475 each</td>
</tr>
<tr>
<td>3 to a room $450 each</td>
<td>$475 each</td>
<td>$500 each</td>
</tr>
<tr>
<td>2 to a room $500 each</td>
<td>$525 each</td>
<td>$550 each</td>
</tr>
<tr>
<td>1 to a room $600 each</td>
<td>$625 each</td>
<td>$650 each</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Early Rate* (No Refunds)</th>
<th>Regular Rate</th>
<th>Late Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisor Prices:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Postmarked by 1/13/23</td>
<td>Postmarked by 2/16/23</td>
<td>Postmarked by 3/10/23</td>
</tr>
<tr>
<td>2 to a room $400 each</td>
<td>$425 each</td>
<td>$450 each</td>
</tr>
<tr>
<td>1 to a room $525 each</td>
<td>$550 each</td>
<td>$575 each</td>
</tr>
</tbody>
</table>

**Round Trip Airport Shuttle to and from San Jose Airport $5/person.**

*By Registering for the early rate, you understand there are no refunds/no exceptions. If you want the option to cancel and get a refund delegates should register at the regular or late rate. See Page 2 for our refund/cancellation policies.*

**STUDENTS**

<table>
<thead>
<tr>
<th>ROOM 1 Room Type: Boys Girls T-Shirt Size</th>
<th>Reg. Form Enclosed</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student 1:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Student 2:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Student 3:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Student 4:</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ROOM 3 Room Type: Boys Girls T-Shirt Size</th>
<th>Reg. Form Enclosed</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student 1:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Student 2:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Student 3:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Student 4:</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**ADVISORS**

<table>
<thead>
<tr>
<th>ROOM 1 Room Type: Boys Girls T-Shirt Size</th>
<th>Reg. Form Enclosed</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisor 1:</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Advisor 2:</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**PAYMENT INFORMATION:**

Failing to provide required materials/incomplete forms & full payment may significantly delay your registration. Registrations are not guaranteed without payment.

**NO PURCHASE ORDERS ACCEPTED**

☐ Check (payable to CADA) ☐ Visa ☐ MasterCard ☐ Amex

Credit Card #: ____________________________ Exp Date: ____________________________

Signature: ____________________________

*Please see other side for CASL Conference Policies*

**PAYMENT TOTALS:**

Student Room 1: $ ____________________________
Student Room 2: $ ____________________________
Student Room 3: $ ____________________________
Student Room 4: $ ____________________________
Advisor Room 1: $ ____________________________
Advisor Room 2: $ ____________________________
Airport Shuttle ______ @ $5 each $ ____________________________
Membership Fee: $ ____________________________
GRAND TOTAL: $ ____________________________
CADA / CASL Membership Application

You must be current CADA/CASL member to attend the CASL Conference. If you or someone at your school are not currently a member of CADA/CASL, please visit www.CADA1.org/joincada to download the membership application. Complete and submit the form with payment at the same time as your CASL Conference Registration or join/renew online by signing into your account. Attendees located outside the state of California do not need to be CADA/CASL members to attend.

CADA / CASL Conference Policies

1. Registration: Accepted on a space available basis only. We sell out, so register early to guarantee your spot. CADA/CASL will not be held responsible for any lost or stolen items, personal property accountability is the responsibility of every student, faculty, and staff. Each individual must take reasonable precautions to protect his or her personal property. *A delegation is a delegate or group of delegates under the supervision of one (or more) advisor associated with a single delegation name consisting of one or more schools.

2. Delegation Size Limit:
   a. Over 8 students (3 rooms) 1 Advisor required.
   b. Over 12 students (4 rooms) 1 Advisor required.
   c. Over 16 students (5 rooms +) 2 Advisors required.
   d. If over 16 students, you must call Sandi Kurland (619) 957-9107 or email leadership@cada1.org

3. This is a residence program only. All participants are expected to stay in the conference hotel with the rest of the delegates. No “drive in” delegates. There is no discount for students/advisors not staying at the hotel.

4. Assigning Roommates: To keep the costs down, you may want to fill each room. Please note CADA/CASL does not coordinate sharing of rooms. Suggestions:
   a. Find more kids at your school who may not already be active but are interested in leadership.
   b. Look outside of your school to other schools in your city, district, Area, etc. (If you are sharing rooms with another school, it may cause delays in the registration process and may cause delays onsite with room key assignments.) Please note CADA/CASL does not coordinate sharing of rooms.
   c. Please Note: If students are rooming two to a room, the room layout may be a king bed only. Students rooming three to a room, the room layout may be a king bed with a rollaway.
   d. Please Note: We will attempt to room advisors near their students; however, it is possible that advisors may not be roomed next to their students.

5. Adult/Student Room Sharing: The only circumstance under which an adult and student may share a room is if they are parent and child. No exceptions.

6. Lodging: The CASL Conference will be held at the Hyatt Regency Santa Clara and the Santa Clara Convention Center. Lodging will be held at the Hyatt Regency Santa Clara. Registration price includes hotel for two nights. Housing will be assigned on a first come first-serve basis. Delegates will be placed in a hotel based on order of registration receipt. Completed registration forms and payment are required to be considered registered.

7. Transportation: Round trip shuttles will be available to all attendees flying into San Jose Mineta International Airport at $5/attendee. Please designate on the cover sheet if you wish to purchase shuttle service.

8. Important Registration Dates:
   a. Early Bird Cut-Off: Registrations postmarked before January 13, 2023, to receive the discounted rate. No refunds/no exceptions.
   b. Regular Rate Cut-off: Registrations postmarked before February 16, 2023, to receive the discounted rate.
   c. Late Rate Cut-off: Registrations postmarked before March 10, 2023
   d. Refund Cut-Off: Request must be received by March 17, 2023
   e. Registration Cut-Off: Registrations must be postmarked no later than March 10, 2023
   f. Substitution Cut-Off: All forms for substitute delegates must be received by March 17, 2023
   g. Conference Times: Onsite check-in is from 10am to noon and the conference ends at 12:30 pm on the last day

9. Conference Payments:
   a. CADA is not able to process Purchase Orders – Absolutely NO Purchase Orders will be accepted
   b. Full payments only – no deposits

10. Cancellations and Refunds:
    a. Cancellations Prior to the Conference – Refunds may be given with written notice received no later than March 17, 2023. There are no refunds on anyone who registered at the early rate. There will be a $50 administrative fee per person deducted from your refund. Please send cancellation requests to info@cada1.org. All attendees must cancel their registration regardless of if payment has been submitted OR NOT – if you fail to cancel your registration you will be required to pay for your conference registration.
    b. Substitutions will only be accepted in writing with a replacement delegate. All substitutes are subject to a $35 administration fee and must be received by March 17, 2023, with complete paperwork. You must provide a delegate of the same gender to replace you and he/she must provide all completed and signed forms. You are responsible for finding your own replacement delegate. Please send substitution requests to info@cada1.org

11. Return completed registration form packet:
    a. Summary / Rooming List Cover Page
    b. Registration forms for each delegate and advisor
    c. Completed CADA/CASL Membership Application, if applicable
    d. Payments for each delegate, advisor, and membership, if applicable. Please DO NOT send payment separately from your form.
    e. Submitting incomplete forms or failing to provide required materials & full payment may significantly delay your registration.

12. Return Registration Packet to:
    CADA/CASL Central
    NEW ADDRESS! 7960 Soquel Dr., Ste B112, Aptos, CA 95003
    Phone: 831.464.4891 – Fax: 831.576.1515 info@cada1.org
# CASL State Conference Registration
## Medical Release/Registration Form

**First Name:** __________________________ **Last Name:** __________________________

**School Name:** __________________________

**Advisor in Charge:** __________________________ **Advisor Cellphone:** __________________________

**Parent/Guardian Name:** __________________________

**Parent Contact Phone:** __________________________ **Alt. Phone:** __________________________

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### STUDENT MEDICAL INFORMATION: (students only – not needed for advisors)

- [ ] Medical Insurance Carrier: __________________________ **Policy #:** __________________________
- [ ] Check this box if your student does **NOT have any Medical Insurance**
- [ ] My student has a special health need: __________________________
- [ ] My student takes the following medication:

<table>
<thead>
<tr>
<th>T-Shirt Size (Adult Size):</th>
<th>Small</th>
<th>Medium</th>
<th>Large</th>
<th>XL</th>
<th>XXL</th>
<th>Are you a vegetarian?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### EMERGENCY CONTACT INFORMATION (If parents/guardian cannot be reached)

**Name:** __________________________ **Relationship:** __________________________ **Contact Phone:** __________________________

In the event that my child should need emergency medical treatment while participating on this field trip, I hereby authorize CADA/CASL personnel to use their own judgment in obtaining emergency medical services for him/her. I further authorize any individual selected by CADA/CASL personnel to render such emergency medical treatment to my child as he/she may deem necessary and appropriate. I understand CADA/CASL has no insurance, which pays the medical or hospital costs that might be incurred on behalf of my child. Consequently, I understand any and all such costs shall be my sole responsibility. I understand I indemnify and hold harmless the CADA/CASL, its officials, employees, and agents, including volunteers, from all liability and claims arising out of or in connection with my child’s participation in this activity. I fully understand participants are to abide by all rules, regulations and agreements governing conduct during the trip. Any violation of these rules and regulations may result in that individual being sent home at parent/guardian’s expense.

By signing below each student agrees to the following: Parent, guarding, advisor, or public carrier must transport students. Students must NOT drive themselves to the conference. Each student will be under the supervision of a school designated adult who will be responsible for them. Student’s designated conference advisor will administer medications if applicable. Delegates will stay in the conference facilities and/or the hotel and participate in the conference activities attending all sessions, activities, and events. Drugs, alcohol, tobacco & other controlled substances are not allowed. This includes possession, use, transport, or sale. Delegates are not allowed to be in the hotel room of any member of the opposite sex. Any delegate who violates any of these agreements may be immediately sent home by public carrier at the parent’s expense or detained until the parent/guardian can pick them up. During the course of this CADA/CASL activity, students may be photographed and/or videotaped by the CADA/CASL organization and/or its vendors. These photos and tapes may be used for the promotion of this or other CADA/CASL events and/or its vendors, or for training purposes. In certain cases, students or school advisors may be permitted to photograph students from their own schools. Registration is accepted on a space available basis only. CADA/CASL **will not be held responsible for any lost or stolen items**, personal property accountability is the responsibility of every student, faculty, and staff. Each individual must take reasonable precautions to protect his or her personal property.

**Liability Waiver:** By attending our event, you voluntarily assume all risks and accept sole responsibility for any injury related to exposure to COVID-19, and release CADA/CASL from liability for any injury or harm that may result by attending the Event. CADA’s goal is to ensure a safe meeting environment. As such, you also agree to abide by any prevention or safety measures CADA/CASL, the “facility”, and state and local agencies may have in place during the Event. You also agree not to attend the event if you become ill, are aware you’ve been directly exposed to the COVID-19 virus within two weeks prior to the Event or exhibit any symptoms of the COVID-19 virus prior to or during the Event. You understand in the chance your student tests positive for COVID-19 during the event, the school’s advisor, and CADA/CASL staff will be notified immediately. If any student/advisor tests positive, then it will be the responsibility of the school/parent, including any financial obligations, to quarantine, and safely transport the student/advisor back home.

CADA/CASL **will not be held responsible for any lost or stolen items**, personal property accountability is the responsibility of every student, faculty, and staff. Everyone must take reasonable precautions to protect his or her personal property. **Assumption of Risks:** By registering for this event, I hereby assume all of the risks of participating in all activities at CADA/CASL Events, including but not limited to: any risks that may arise from the negligence or carelessness of CADA/CASL, their subsidiaries, affiliates, directors, officers, employees, partners, contractors, agents, representatives, volunteers, successors and assigns (collectively, the “Host”) and/or from dangerous or defective equipment or property owned, maintained, operated or controlled by the Host. **I waive, release, and discharge** the Host from any and all liability, including but not limited to, liability arising from the negligence of the Host or myself, for my death, disability, personal injury, property damage, property theft, or any other damage or actions of any kind which may affect or impact me in any way arising from the Activity. **I indemnify, hold harmless, and promise not to sue** the Host from any and all liabilities or claims made as a result of my participation in the Activity, whether caused by the negligence of the Host, myself, or otherwise.

---

**Parent/Guardian Name – Please print** __________________________ **Parent/Guardian Signature** __________________________ **Date** __________________________

**Advisor Name – Please print** __________________________ **Advisor Signature** __________________________ **Date** __________________________

**Student Name – Please print** __________________________ **Student Signature** __________________________ **Date** __________________________

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**Cancellations & Refunds:** Cancellations Prior to the Conference – Refunds may be given with written notice received no later than **March 17, 2023**. There will be a $50 administrative fee per person deducted from your refund. Please send cancellation requests to info@cada1.org.

Questions about registration & payment contact CADA Central at 831.464.4891 | info@cada1.org
Questions on the program information contact Sandi Kurland | leadership@cada1.org | 619.957.9107 or visit www.casl1.org