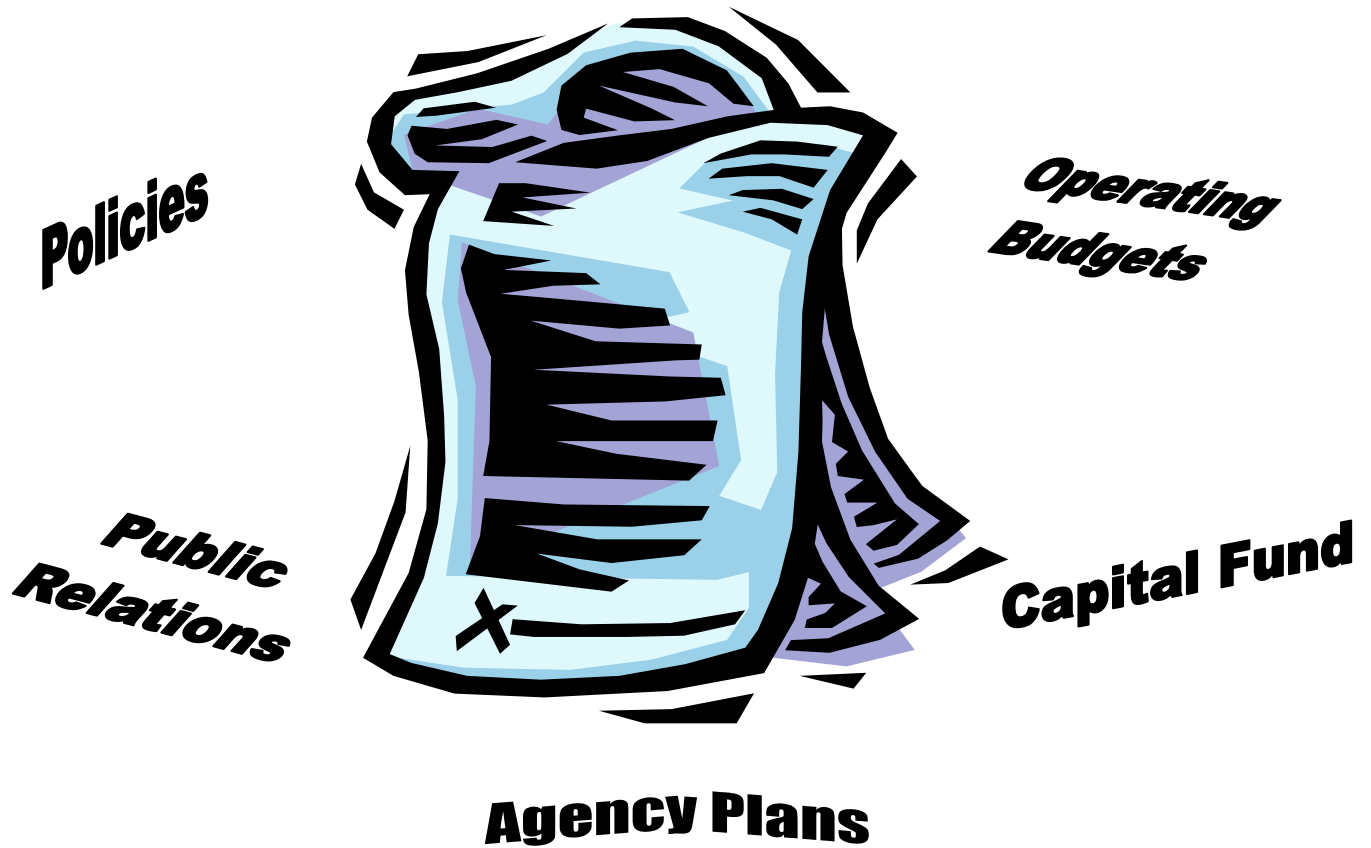


GAHRA's

What Every Executive Director Should Know

February 15 & 16, 2005
Albany Housing Authority
Albany, Georgia



**GAHRA's What Every Executive Director Should Know Workshop
Registration Form
February 15 & 16, 2005**

Instructions:

1. **Regular Registration is \$150.00 and On-Site Registration is \$200.00. The deadline for Regular Registration is Tuesday, February 8, 2005. All registrations received after that date would be subject to the on-site registration fee.**
2. Send registration form(s) and checks payable to GAHRA Professional Development Committee to:
 Marie Harris
 GAHRA Professional Development Committee
 c/o Roberta Housing Authority
 P. O. Box 445
 Roberta, GA 31078
3. If you have any questions concerning registration, please call Marie Harris at (478) 836-3530. Fax Number: (478) 836-2540. E-mail: crha616@aol.com

Authority _____

Address _____

Telephone _____

Fax. No. _____

Persons Attending	Position/Title	Amount

Total Check \$ _____

Dates & Times

February 15, 2005

Registration **8:00 a.m. – 9:00 a.m.**

Workshop **9:00 a.m. – 4:00 p.m.**

February 16, 2005

Workshop **9:00 a.m. – 4:00 p.m.**

Topics Include

- Capital Fund
- Policies
- Annual Contributions Contract
- Operating Budgets
- PILOT/Cooperation Agreements
- Marketing & Public Relations
- Role of the Executive Director & the Board
- PHAS
- & Much, Much More

Hotel Reservations

Attached is a list of hotels in the vicinity of the Albany Mall. In order to get the government rate you must pay with a company check or credit card.

Reservations are on your own. No rooms have been blocked.

Directions to Workshop Site

Please call the Albany Housing Authority (229) 434-4500 for directions.

Cancellation Policy

Cancellations and requests for refunds must be submitted in writing. If cancellation occurs before February 8th, registration will be refunded less a \$25 handling fee. Substitutions may be made at any time. Incidental costs are the responsibility of the workshop participants. After February 8, 2005 – no refunds will be made. If fewer than 15 persons register for the class, it will be cancelled.

Number of Participants

The class will be limited to 30 participants. If more are registered by February 8th, priority will be given to Executive Directors who have been Executive Directors less than 3 years.

List of Hotels

Holiday Inn

(229) 883-8100

Rate: \$65.00

Jameson Inn

(229) 435-3737

Rate: \$60.00

Fair Field Inn

(229) 435-6859

Government Rate: \$60.00

Breakfast Included

Wingate Inn

(229) 883-9800

Government Rate: \$62.00

Best Western

(229) 446-2001

Government Standard Room: \$60.00

Government Suite: \$70.00